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AUTHOR	Kirk, Robert J.
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ABSTRACT

Individuals who have not completed high school now have the opportunity to earn a high school diploma without returning to the classroom. This document presents a brief description of high school equivalency diploma programs, which are directed at the adult dropout. Pertinent information about the various equivalency diploma programs is presented alphabetically by state, for the United States, the District of Columbia, American Samoa, Canal Zone, Guam, Puerto Rico, and Trust Territory of the Pacific Islands. Included are program facts about administrative sources, conditions for qualification, residency requirements, military personnel opportunities, application procedures, approximate costs, testing locations, credit awarded for previous military education, in addition to sources of further information. Sample questions and answer sheets are also included in order to encourage familiarization with the substance and style of the examination. Pertinent self-study materials and sources containing more practice questions are also listed, with instructions for ordering. (BH)

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Preparation for
HEALTH CAREER ADVANCEMENT

U S DEPARTMENT OF HEALTH, EDUCATION & WELFARE
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For
American Indians
and
Alaska Natives

GED TESTING
The High School Equivalency Diploma

TM008 052

U. S. Department of Health, Education, and Welfare
Health Services Administration
INDIAN HEALTH SERVICE

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Wade Horn

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) AND USERS OF THE ERIC SYSTEM.

FOREWORD

A basic concern of our times is the unrealized potential of adults whose education was interrupted—for one reason or another—before they could graduate from high school. As a result, these persons are sometimes handicapped when seeking job opportunities and pursuing higher educational goals. Accordingly, there is a great need to develop these skills and raise their educational levels so that they as individuals, their families, and society may benefit from this increased capability.

The educational needs of adult learners often require different instructional materials, new teaching techniques, and uniquely effective methods of achievement evaluation. Although some well-known educators seem convinced that the best and quickest way to acquire an education is through completion of formal schooling, other equally respected professionals are well aware that it is not the only approach. There are various ways by which a person can raise his educational level beyond that of his last formal schooling. However, for his educational or vocational ambitions to materialize this individual needs to have his educational competence evaluated and recognized by appropriate authorities.

There are thousands of adults who, since leaving school, have acquired a background of knowledge equal to and beyond that of the high school graduate. Many of these individuals presently can achieve satisfactory GED test scores to earn a High School Equivalency Certificate. However there are others who will need to complete some serious studying before taking the tests. It is for both of these groups, especially the latter, that this booklet is intended.

Emery A. Johnson, M.D.
Assistant Surgeon General
Director, Indian Health Service

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INTRODUCTION

Individuals who have not completed high school now have the opportunity to earn a high school diploma without returning to the classroom. All of this is possible through the High School Equivalency Diploma program, which is recognized as the equivalent of the regular four-year high school course. Various groups and agencies—in business, labor, industry, State Education Departments, Civil Service Commissions, educational institutions, the military services, licensing bureaus and other significant bodies—now accept this Equivalency Diploma as a valid credential.

In the pages which follow specific information about the High School Equivalency Diploma will be presented: what it is, how it has developed, how it can be earned, procedures to follow, and the like. The reader will also have opportunity to review sample questions and record answers (answer sheet follows questions in Chapter X) which will enable familiarization with the substance and style of the examinations. Pertinent study materials and sources containing more practice questions are also listed in the rear of this booklet.

It is hoped that this information will assist persons whose basic education was interrupted and enable them to pursue careers in the health field.

HISTORY OF THE PROGRAM

High School Equivalency Certificates were first awarded after World War II to veterans who had left school to serve in the Armed Forces. It was during this period that the American Council on Education developed the test "battery" referred to as the General Educational Development (GED) series to test the knowledge of returning veterans. Those who made satisfactory grades on these exams were awarded the Diploma, which carries the same significance and value as that awarded to graduates of the regular four-year high school course.

These Equivalency programs have continued to be very popular. They have been extended to many individuals and groups other than veterans. Programs and preparation are now offered at regular intervals throughout the States, usually by the local school system in conjunction with the respective State Department of Education. Although each State may have its own unique administrative procedures in many respects they are all quite similar.

High school attendance is not necessary in order to qualify for a High School Equivalency Diploma. The age requirement varies with each State, the minimum age requirement being in the 18–20 year range. In Alaska the minimum age for taking the test is 18 years while in Idaho it is 20. There is no maximum age limit. Other conditions and requirements for earning the Certificate are indicated in the section entitled Program Information by State.

Persons desiring more details about the High School Equivalency Program in their State should get in touch with the local High School Principal or Superintendent, or write to the Director of the High School Equivalency Program, State Department of Education, in care of the particular State Capitol. Specific addresses are provided in each State outline contained in the latter part of this booklet.

Copies of the High School Equivalency Diploma and the application form are shown on the following pages.

I. THE EQUIVALENCY CERTIFICATE AND YOU

Your concern or question may be similar to those expressed by others:

How can the Equivalency Certificate help in preparing you, an employee, for a certain position?

Can this preparation help to accelerate reaching a career goal?

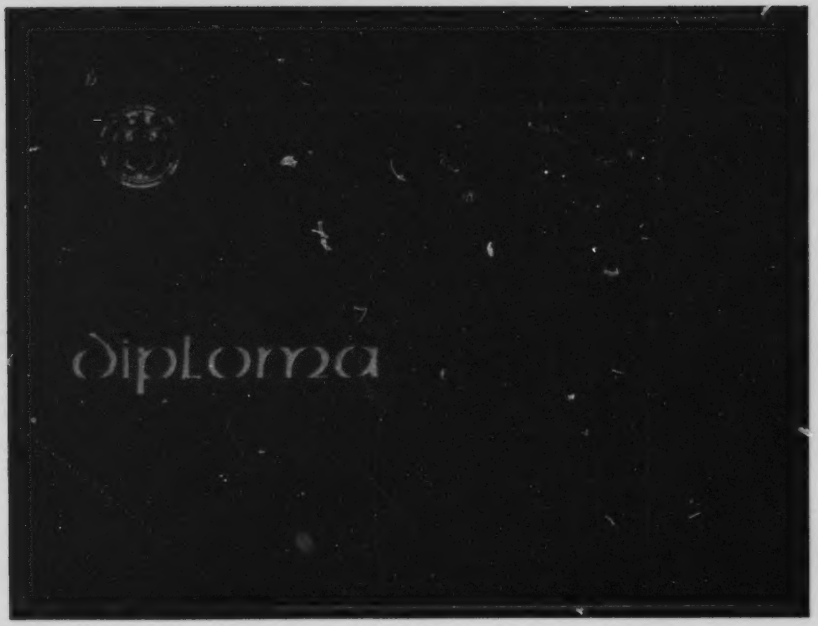
How does an individual prepare for advanced training?

Is admission to college possible without attending high school?

How can an employee verify how much he really knows?

It is quite likely that you, the reader of this chapter, have completed less than ten years of formal schooling and that you will be more than 30 years old on your next birthday. These are estimates based upon the hundreds of thousands of adults who have already taken the GED tests. However, you may also be anywhere from 18 to 80 years of age and have had no formal schooling. These things are not important. But, the desire to learn is.

You probably remember when you left school that someone—your teacher, your principal or your parents—may have suggested that your education was ended. And now that there is an opportunity for you to aspire to better vocational and educational goals, questions arise. How can you, who left school many



Above is a copy of the High School Equivalency Diploma issued by the State Department of Education. It has the same legal effect as the regular high school diploma issued after successful completion of the normal four-year course. Most of these Equivalency Diplomas, although from different States, are similar in format and content.

years ago, expect to pass a battery of tests designed to measure what high school graduates know? What is a High School Equivalency Certificate and why is it so important? What are the GED Tests? What do I have to know to pass? How have others in my situation made out? Where are the GED Tests given? How do I make application? Who issues Equivalency Certificates? What is the cost? Where can I get good advice about these matters?

Let us discuss the first question and find out why you may be able to pass the GED Tests right now. At the beginning of this section there is a statement that probably the best and quickest way to acquire an education is through completion of formal schooling. This seems like a reasonable statement. Formal schooling, however, is not the end of education but only the beginning. Learning is a continuous lifetime process and the number of years of formal schooling completed may not always be an accurate index of how much a person knows. Otherwise, how can one explain why there are many capable persons who have never graduated from high school holding responsible positions.

These people thought that they were finished with education. They left school for various reasons. In some cases, they were forced to leave because of family economics, that is, they had to work to earn a living. Some left because of lack of motivation. Others disregarded the advice of friends. Unfortunately, in many cases, encouragement to continue in school was not convincing. Several probably ended their schooling because of adjustment difficulties. However, regardless of their reasons for not graduating from high school, since then they

INCOMPLETE APPLICATIONS WILL BE RETURNED

APPLICATION FOR STATE HIGH SCHOOL EQUIVALENCY DIPLOMA

(Applicant must sign application in presence of school official. School official will mail application with proper fee to official testing center.) Applicant must answer all questions.

For use of Albany office only

PERSONAL INFORMATION

1. Name [*Last, first, middle*]: (Please print.)
   Mr.
   Miss
   Mrs.

2. I desire to be tested in the month of

3. Legal residence [*No., street, city, State, zip code*]: (Please print.)

4. Telephone number:

5. Height:

6. Weight:

7. Color of eyes:

8. Color of hair:

9. Check one:
   ☐ Nonveteran ☐ Veteran ☐ Now a member of Armed Forces

10. Date of birth: Month— Day— Year—

11. Place of birth [*City or town, State*]

12. Are you 21 years of age or over? Yes ☐ No ☐
    (If No, complete 12a, 12b, 12c, and 12d.) (If under 21, application must be accompanied by Form 603A — Certificate of Withdrawal.)

12a. Circle highest grade completed: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11

12b. Date withdrawn from full-time enrollment in school: Month— Day— Year—

12c. Name of school last attended full time:

12d. Address of school last attended full time:

TESTING DATA

13. Have you previously taken the High School Equivalency Examination (GED Tests) at an official testing center of the New York State Education Department? ☐ Yes ☐ No

If yes, where? 1. [*Location of center*] When? [*Month*] [*Year*]

2. [*Location of center*] When? [*Month*] [*Year*]

(If you have taken the High School Equivalency Examination more than once, list the most recent examination first. Failure to comply with the retesting regulations, as outlined on the reverse side of this application, will invalidate the examination of the applicant.)

14. Are you applying for the High School Equivalency Diploma on the basis of USAFI GED Tests taken in service? ☐ Yes ☐ No

If yes, where? [*Station*] When? [*Month*] [*Year*] Service Serial No.*

15. Are you applying for the High School Equivalency Diploma on the basis of the USAFI GED Tests taken at a civilian center of the GED Testing Service located outside of New York State? ☐ Yes ☐ No

If yes, where? When? [*Month*] [*Year*]

16. Are you applying for the High School Equivalency Diploma so you may qualify for further education or training? ☐ Yes ☐ No

CERTIFICATION

I hereby apply to the Regents of the State of New York for a New York State High School Equivalency Diploma. I certify that I have not been issued a New York State Regents High School Diploma and that the above statements are true to the best of my knowledge. I certify also that I am a permanent resident of New York State or am submitting with this application a Certificate for Nonresidents (Form DET 603C). My fee of $6 is attached.

[*Signature of applicant*]

I certify that I have inspected this application and find the information is accurate to the best of my knowledge and that the applicant is qualified as a candidate for the High School Equivalency Diploma. The applicant's signature was affixed in my presence.

Date

[*Signature of school principal or counselor*]**

[*Official title*]

County of

[*Name of school and address*]

* Veterans and members of the Armed Forces applying on the basis of tests taken in service must provide their service serial number. Failure to do so will result in the return of the application.

** If the applicant is a member of the armed services, the term "school principal or counselor" may be interpreted to mean a commissioned officer of his unit. Veterans must have application signed by school principal or notary.

all had recognized definite common characteristics: they had developed or acquired a curiosity for knowledge, a desire to better themselves, the ambition to provide a better living for themselves and their families, and a willingness to work hard at whatever they were doing.

The first simple "test" for you, then, is do you possess or can you develop these characteristics? This section has been written with the purpose of encouraging you to take the GED Tests because if you have the skills and interest to find out how you can earn a High School Equivalency Certificate by reading this chapter, your chances of achieving satisfactory scores are good. You have demonstrated that you do have a curiosity for knowledge and an ambition to better yourself. You can consider, then, that you have passed the first simple test.

Now, try the second test. Using a daily newspaper, can you read the editorials, the commentaries, and the news articles with understanding? If you can, continue reading (in this book) to find out where you can take the GED Tests and how you can earn your High School Equivalency Certificate. If you can't pass this second test, then it probably will be necessary for you to further prepare yourself so that you can earn a certificate in the future. In either case, we hope that you will take advantage of the opportunity available to continue your education.

In order to show the educational attainment of the United States population as a whole, the following table has been included.

II. WHAT IS A HIGH SCHOOL EQUIVALENCY CERTIFICATE

Now, let us consider the second question—what is a High School Equivalency Certificate and why is it so important?

A High School Equivalency Certificate is a legal document issued by a State Department of Education or a local Board of Education certifying that the recipient has acquired a level of general educational competence at or above that of a high school graduate. It is accepted by business and industry, by local, state and federal civil service commissions, employment agencies, state and local boards of licensing examiners as meeting educational requirements of high school graduation for purposes of employment and job promotion in just the same way as the regular high school diplomas are accepted. Colleges and universities, as well as institutions providing training beyond the high school level, are usually selective in their admissions and require school grades above the minimum required for issuance of a high school diploma. This is also true with regard to the GED tests. These institutions of higher education generally require scores on the GED tests which are consistent with their admissions policies. Therefore, your admission to institutions providing higher education and training probably will be based not only on possession of a diploma or certificate, but also upon your achievement in school or on the tests. A recent survey of over 2200 colleges and universities showed that more than 90% of these institutions admit adults who achieve GED test scores which meet admissions standards.

A High School Diploma or an Equivalency Certificate is an important document to possess. Either one can open the door to further opportunity for you.

EDUCATIONAL ATTAINMENT OF U.S. POPULATION

Based on Data Issued by U.S. Bureau of the Census, March 1968 Current Population Survey

Total Population	Completed less than 12 grades		Completed 12 grades and more		Data on completion of less than 12 grades		
					Completed less than 8 grades		Completed 8 grades
	Number	*Percent*	*Number*	*Percent*	*Number*	*Percent*	*Number*
30 years and over 94,120,000	47,131,000	50.08	46,989,000	49.92	16,165,000	17.18	30,966,000
25 years and over 106,469,000	50,439,000	47.37	56,030,000	52.63	16,722,000	15.7	33,717,000
21 years and over 117,651,000	53,008,000	45.04	64,643,000	54.95	17,120,000	14.55	35,888,000
18 years and over 127,293,000	56,252,000	44.19	71,041,000	55.81	17,392,000	13.66	38,860,000

III. ADVANTAGES OF EARNING A CERTIFICATE

Many persons realize that the lack of a High School Certificate may impede personal or vocational progress. Perhaps it may not be perceived as such a critical factor by some individuals, however to others it is quite important because as mentioned earlier it often opens the doors to a better future through further opportunity and greater reward possibilities.

What are some of the specific advantages of having a Certificate?

Better Paying Jobs. While this may not hold true for every situation, in most instances persons with more education and skills usually have a chance at better positions. An individual without a diploma is sometimes working at a lower level with little or no chance for advancement. How many times on job applications has one seen the question, "Do you have a High School Diploma?" In many cases this fundamental knowledge forms the base for greater skills development and further learning.

Greater Opportunity For Advancement. In business, industry, government and military, opportunities for further personal and professional growth usually are offered to the high school or college graduate. Recent studies show that in general there are more growth opportunities and career jobs available for persons with education and skills. Some employers refuse to consider an applicant who does not have at least a High School Diploma. And studies tend to confirm that an individual's earning power is usually in proportion to his education and skills. In Civil Service positions alone, with federal, state and municipal governments, thousands of trainable men and women are needed annually to fill responsible positions. This is also true for the health field, public and private. In many cases a high school diploma is either desired or required to begin early-phase orientation prior to learning the main responsibilities of the job.

Further Education for Further Responsibility. Although this has been indirectly referred to previously, it is specifically mentioned here because of its significance. How important is a High School Diploma? In most accredited schools and colleges, an individual can not gain admission without it. In other words, the High School Diploma may be vital for continuing that learning necessary to pursue a selected career or occupation. Also, in the Armed Forces a High School Diploma usually is helpful for promotion. In certain military branches it is easier to become an officer, noncommissioned or commissioned, if the individual has completed his high school education. Incidentally, a person who has earned an Equivalency Diploma while in military service does not have to take the test again when he returns to civilian life. Once the Diploma has been awarded it is final.

Personal Satisfaction. The achievement reflected through earning the Diploma can offer much pride and satisfaction as well as a great sense of personal attainment to the individual. It may also enable him to face life with more confidence and zest. In an outstanding example, a man who had left high school in his junior year (to enlist in the Navy in the early part of World War II) earned his High School Equivalency Diploma shortly after leaving the service, continued in college under the G.I. Bill and became a high school biology teacher. After teaching for several years he saved enough money to begin medical school. He later became an outstanding physician and was quite active in his community. He also did some teaching at the local medical

college. None of these accomplishments would have been possible if he had not completed his secondary schooling through the Equivalency Diploma Program. Now he looks back over his achievements with a great sense of satisfaction. He also looks ahead to years of active living. Could he have become a teacher or physician without completing his high school education? Was the GED important?

These are just a few of the more significant reasons why so many people have decided to continue their education and earn the High School Diploma.

IV. THE GED TESTS—WHO MAY TAKE THEM

The civilian forms of the GED tests are administered only to adult residents who have a serious need for taking the tests.

The term "adult resident" is defined as: (1) any person whose high school class, of which he would have been a member had he continued, has graduated; or (2) any person, at least 18 years of age, whose last attendance as a regularly enrolled student in a full-time high school program of instruction was at least one year prior to the date of taking the tests.

The term "serious need" is defined as: (1) to earn a High School Equivalency Certificate; (2) to qualify for admission to college or, in general, qualify for admission to advanced educational opportunities; (3) to meet educational requirements for employment or promotion in a job; (4) to meet induction requirements of the Armed Forces of the United States; (5) to meet requirements of state and local boards of licensing examiners for those occupations where the education requirements for admission to licensing examinations may be at the high school level of achievement; or (6) for reasons of personal satisfaction.

Military personnel on active duty in the Armed Forces of the United States have the opportunity of taking the military forms of the GED tests administered through the United States Armed Forces Institute (USAFI). Active duty personnel desiring to take the tests should consult with their Education Officer. The military and civilian forms of the GED tests are equated with the current national results. Test scores achieved on either are acceptable as a basis for issuance of an Equivalency Certificate.

GED Tests are administered at Official GED Centers established in all 50 states, the District of Columbia, the Canal Zone, Guam, Puerto Rico and American Samoa. The tests are also administered to patients at Veterans Administration Hospitals having educational therapy programs; at federal correctional and health institutions; to American civilian citizens overseas and foreign nationals who wish to qualify for admission to this country. Special editions are also available for administration to the visually handicapped.

V. OTHER IMPORTANT FACTS

1. Anyone who can meet minimum qualifications is eligible to take the Equivalency test. State residence usually is necessary. Minimum age requirements vary from State to State. There is no maximum age limit.
2. In all States the examinations are based on the GED tests.
3. Previous attendance at high school is not a necessary prerequisite to take the test.

4. In order to earn the High School Equivalency Diploma, passing the test is the primary objective. It is usually unnecessary for the applicant to have previously earned high school credits. Passing the test should be adequate proof that the applicant has attained the educational level of the high school graduate.

5. Many adults have increased their knowledge—through travel, reading, broadening life experiences, etc.—and have thus reached the educational level equal to that of the high school graduate. For these individuals, earning the Equivalency Diploma should not be difficult. Some persons will require more preparation than others.

6. In several States, there is no charge for taking the test. In most States the cost may vary anywhere from five to ten dollars. Costs for study materials are usually extra.

7. Testing centers are located in various communities and metropolitan areas throughout the States. Specific locations, dates and times are announced by various sources.

8. Information about and applications for the program may be obtained from the local School Administrator (Principal or Superintendent) or from the Director of the Equivalency Diploma Program at the State Department of Education.

9. The test is usually held over a two-day period. Actual testing time is about ten hours. Seldom is the complete test given at one sitting. Dates and times are announced in advance.

10. Although some detailed knowledge is required for this examination, emphasis seems to be on using generalizations, concepts and ideas. The ability to comprehend, evaluate and think clearly are also very important.

11. Notification of test results usually takes about a month or two. Results are mailed to the candidate. Official scores also can be mailed directly to the Diploma granting Agency upon request.

12. An applicant who fails the test has another chance to take it.

13. Beware of "special" Schools which may charge excessive fees to train applicants to take this test. The best direction and counsel on this matter can be obtained at no cost from the State Department of Education or the GED Office, both of which are supported through taxes. Special preparatory classes are sometimes conducted by the GED Agency at little or no cost.

14. The GED Test covers five areas usually found in the high school curriculum: (1) the test which measures ability to use correct punctuation, spelling, vocabulary and grammar (2) the test in social studies which measures ability to read and interpret passages in history, economics and world events (3) the natural science test which measures the ability to interpret passages dealing with scientific principles (4) the English literature test which measures the ability to interpret prose and poetry and (5) the test which measures the ability to use arithmetic and mathematics.

15. The greatest "weakness" of many who take the test seems to be in the area of reading, namely, understanding what is read.

16. Sample questions and materials may be found in this booklet as well as in the "workbooks" listed in the Selected References. The latter, which include practice questions and sample readings similar to those found in the actual tests, should prove very helpful.

VI. HELPFUL INFORMATION TO KNOW BEFORE TAKING GED TESTS

The taking of any test when so much depends upon the outcome, such as earning a High School Equivalency Certificate, is to many a frightening experience. This is true particularly when it is a new or unusual experience. Most people are not test-oriented and need encouragement. Knowledge creates confidence. It is helpful to know what will be expected of you, how you should consider the various situations presented in the tests, how to determine and record your answers, how long you can take to complete each test, and other information about the experience which you are going to undertake.

There are some basic facts about the GED tests which you should know and keep in mind. The first fact is that the GED tests are of the objective, multiple-choice type. Following each question there are alternative responses. *Only one of these responses is correct.* It is your task to select the one correct answer. This may sound easy but sometimes it is not.

The second basic fact is that you must earn scores on the test which are passing. This means that you must get at least half of the questions correct. Knowing what you must achieve should lessen your anxiety.

A third basic fact which you should know is that the GED questions are precise—these tests must be selective in revealing differences of ability among examinees. They are used not only as a basis for issuance of a High School Equivalency Certificate, but also by college admission officers in the selection of applicants. Therefore, you will find some questions in all tests which are easy to answer and some which are extremely difficult. Do not be discouraged when you find questions that you can not answer. Spend your time on the questions you can answer.

When you go to take the tests at an Official GED Center, you will find other adults there for the same purpose. You will, of course, have submitted previously an application to take the tests but the Chief Examiner will require some identification to prove that you are the same person who submitted the application. Take with you your driver's license or some other means of identification. You will be supplied with pencils, erasers, answer sheets, and scratch paper for computations when you take the mathematics test. After all examinees are seated, the Chief Examiner will distribute to each the first test and an answer sheet. He will give you instructions for completing information required on the answer sheet. On the inside of each test booklet, there is a page of instructions for taking that test. In addition to listening to the instructions given by the Chief Examiner, be sure to read the printed instructions. If you do not understand clearly what you are to do, ask the Chief Examiner.

When the Chief Examiner gives the instruction to begin the test, you are on your own. Read through each problem and the questions relating to this problem. Then read the problem again before attempting to answer. Consider the alternative answers and select the one you think is correct. Record your answer in the proper space on the answer sheet and go on to the next question. Do not hurry, but do not delay! When you encounter an "impossible" question, leave it and go on to the next. The tests are not time-limit tests, but generally speaking they are regarded as two hour tests. Experience has shown that most examinees will finish each test in about one and a half hours. When you have finished each

test and there is time remaining, go back over the questions you left unanswered and give them further thought.

VII. WHAT MORE DO YOU NEED TO KNOW

The question which is often asked is what do I need to know in order to achieve satisfactory scores on the GED Tests. This is a most difficult question to answer because no one knows exactly what you already know. It is safe to assume, though, that you have increased your knowledge about many things. Your educational development can no longer be pegged at that number representing the years of formal schooling you completed before leaving school years ago. However, your problem is to prove it. the GED Tests are the only means accepted nationally to do this.

To answer the question on what should you know, it is necessary to examine what a high school graduate should be expected to know in the five areas of learning to have been awarded a high school diploma. With this as a standard of measurement, you can judge whether or not you are ready to take the GED Tests.

In the field of English expression, a high school graduate should be able to speak and write using correct and effective English. He should be able to spell with some degree of accuracy. Don't forget that the ability to spell correctly is one of the desired outcomes of high school instructional programs. On the GED Tests, you will not be required to write, but you will be well tested on your knowledge of the mechanics of English. If, in your judgment, you feel that you can express yourself well and can recognize errors both in speech and writing, take the GED Tests. Samples of questions follow.

Spelling

Directions: Each question consists of four words, one of which may be misspelled. If no word is misspelled, mark space E on answer sheet.

Examples:

1. A. laboratory
   B. parliment
   C. bureau
   D. sincerely
   E. none misspelled

Sample answers:

1. A B C D E
   ‖ ■ ‖ ‖ ‖

In this question, parliament is misspelled so you mark answer space B.

2. A. necessary
   B. radical
   C. ninety
   D. vacuum
   E. none misspelled

2. A B C D E
   ‖ ‖ ‖ ‖ ■

All words are spelled correctly, mark answer E.

English

Directions: In the left-hand column below, certain portions of a story are underlined and numbered. In the right-hand column, several ways of writing each underlined portion are suggested. Mark the answer space corresponding to the way that you consider the best. Sometimes all are grammatically correct but one way is more effective than the others.

1. "I guess you all know *whom I am.*" *He* said.	1. A. whom I am." He B. whom I am, he C. who I am? He D. who I am," he

Sample answers:

A	B	C	D
||	||	||	■

The fourth possible answer is correct so you mark space D.

In the field of social studies, high schools generally offer courses in civics, state and federal government, economics, several courses in history, sociology and anthropology, but usually no more than two courses are required of all students —civics and United States history. Therefore, high school graduates vary widely in their background and knowledge of social studies. They should, though, have been provided with sufficient learning so that they can read, understand, and think logically about the social and economic problems of our times. In Test 2, you will be presented with materials to read. For example, following excerpts from speeches by two congressmen discussing their views about economic crises, you might be asked to answer a question such as the following:

1. The most fundamental difference between the two speakers concerns:

A. The part government should play in our economic system.
B. Whether or not we can succeed without free trade.
C. Whether or not we should adopt fascism.
D. Whether or not we should return to a competitive economy.

In order to answer the question correctly, you would need to know the basic principles of economics.

In the field of natural science, courses in general science, biology, physics, chemistry, and physiology usually are offered by high schools. Unless a student is preparing for college, usually he will not study more than one or two course in science. Again, the learning experience in natural sciences varies widely among high school graduates. As a graduate of 12 years of education, he should know something about physiology, principles of mechanics, heat, light and sound, and the world in which he lives. Through your working experience and general interest in science, you may have learned many of the principles of science which are taught in high school. For example, one of the problems presented in Test 3 might concern lightning, its cause and effect. A question such as the following might be asked:

1. If one hears thunder 15 seconds after seeing a flash of lightning, the lightning is probably about:

A. 1/8th mile away.
B. One mile away.
C. Three miles away.
D. Five miles away.

In order to determine the correct answer, three miles, you will need to know the speed of sound.

Both American and English literature are taught in high schools so that students may acquire an understanding and appreciation of good writing. This ability can be acquired through one's own efforts. Although classical poetry, prose and drama may not be your favorite reading material, select some of interest and test yourself. A selection from a poem might be presented which contains the following line:

"Not from your temper does my doom depend."

One of the questions relating to the poem might ask you to define what the author meant by the world "temper" as follows:

1. "Temper" as used in the line means most nearly:

A. Anger.
B. Hardness.
C. Vanity.
D. Disposition.

The correct answer is D, disposition.

Many feel that the test in mathematics will be the most difficult. It may be difficult to achieve a high score on the mathematics test, but all you need is to demonstrate a knowledge equal to that possessed by the lower fifth of high school seniors. Most forms of the GED test batteries have 50 questions in the mathematics test. You do not need to get 35 or 70% of the answers correct. The number of correct answers needed varies slightly among the forms, but the total is less than 35. Concentrate on problems of arithmetical computations involving fractions, decimals, discount, and interest before attempting the more difficult problems. Following are three examples of problems which you might encounter in a mathematics test:

1. Over a period of five years, Mr. Smith collected a total of $700.00 interest on bonds. If the bonds pay a rate of 4% simple interest, what is the amount of bonds Mr. Smith owns?

A. $2800
B. $3500
C. $14,000
D. $15,000
E. None of these.

The correct answer is B, $3500.

2. What is the simplest form of the expression, $3y - [4 - (2y - 2)]$?
A. $y - 6$.
B. $y + 6$.
C. $5y - 6$.
D. $5y + 6$.
E. None of these.
The correct answer is C, $5y - 6$.

3. What is the value of $3\ 4/7 + 1\ 1/2 - (6/7 + 1\ 1/4)$
A. $2\ 27/28$
B. $3\ 1/7$
C. $3\ 27/28$
D. $7\ 5/28$
E. None of these.
The correct answer is A, $2\ 27/28$.

VIII. PAST PERFORMANCE IN TAKING THE GED TESTS

At this point, many of you have decided that you already possess the capabilities to pass the GED Tests. Many of you may feel that you need to do some studying before you take the tests, while others are in doubt as to whether or not they should take the GED tests or first do some studying. The GED Tests have been administered to hundreds of thousands of persons like you. The results which they have achieved may be helpful to you in reaching a decision. Although the GED Tests have been administered at Official GED Centers since 1946, data is listed above only for a recent ten-year period. The table shows the number of adults who were tested, their average age, average number of years of formal schooling completed, and the percentage who were successful in achieving passing scores as required by their State Departments of Education.

Candidates With Passing Scores, 1960–1970

Year	*Total No. Tested*	*Average Age*	*Average No. of Years of Formal Schooling Completed*	*Percentage Achieving Satisfactory Scores*
1960	61,093	29	10	77
1961	68,080	29	10	74
1962	75,428	29	10	75
1963	88,242	29	10	71
1964	116,875	29	10	73
1965	143,974	29	9.73	72
1966	185,778	29.3	9.8	71.7
1967	218,386	29.5	9.7	70
1968	265,499	29.5	9.7	69.4
1969	302,931	29.7	9.7	68.7
1970	337,407	30.1	9.8	67.2

Over the past ten years approximately 72% of those adults who took the GED tests were successful in achieving satisfactory scores. The percentage of successful examinees was as high as 88% in some states and as low as 40% in others. The low rates have been due, in large part, to the higher scores required in those states. These states have recently reduced their minimum score requirements to

conform with the standards of other states. This should result in more persons qualifying for Equivalency Certificates.

IX. TIPS ON PREPARING FOR THE TESTS

In order to make the most of suggestions which follow, various practice exercises should be carefully reviewed. Wherever possible, practice exercises and sample tests should be completed.* It is essential that the applicant become familiar with the style, format, and type of question which he will be confronted with in the actual test. In this way he should be better prepared since he will know ahead of time what to expect.

Selected References mentioned in the rear of this booklet may be obtained in many smaller communities, cities or directly from the publisher. A school or community would probably have these materials available in the library. In addition to these sources, further assistance and practice materials may be obtained from the Educational Administrator's Office or where your GED application form was obtained.

Some tips which may be helpful are:

1. Try to improve your test-taking skills. Obtain copies of practice tests or sample questions and PRACTICE! PRACTICE! PRACTICE!
2. Become familiar with the areas—arithmetic, spelling, social studies, interpretation, problem solving, vocabulary, grammar, etc—in which you will be tested.
3. Improve your skill in reading. It is important to understand what you read so that you can interpret properly and follow instructions in the test. Good reading skills also will help to improve your ability in answering questions which involve reasoning, comparison, and evaluation.
4. Try to increase your vocabulary. You can do this by reading, discussing issues, learning new words from magazines, newspapers, TV and books. Knowing how to use words is an important part of the examination.
5. If your practice test indicates or if you feel that you may need special help, talk to the person in charge of the GED program (School principal or Administrator). There are usually special classes available to help persons prepare for these examinations.
6. Do not wait until two days before the examination to start your study program. Begin to prepare for the test *many months before* you actually take it.
7. Try to become familiar with the site of the examination and the time required for you to get there. Persons scheduled to take test who arrive late are *not* admitted and thus must take the test at another time.

Some of these suggestions may seem minor but it is important that you, the candidate, be adequately prepared and in the right frame of mind when approaching this examination. Then you can pass it!

Other suggestions, useful when taking the test, are:

1. Follow directions. If the directions are not clear or you do not understand them, ask the examiner for help or clarification.

* Practice exercises and sample questions are also found in the "workbooks" listed in the References at the rear of this booklet. Some sample questions are also contained throughout this booklet.

2. During the test, answer the easy questions first. Do not spend too much time on difficult ones but come back to them when the other questions in that section have been completed.

3. Make full use of the time you have for the test. Do not rush! However it is unwise to proceed too slowly or waste time.

4. Your score on the examination is based on the total number of questions answered correctly. No deductions or penalties made for wrong answers. It is wise, therefore, to mark an answer for each question.

5. There will probably be questions on the test which you cannot answer (Neither can anyone else). Do not get excited or upset. Just go to the next question.

6. Stay relaxed. Many others have passed this test on the first try and SO CAN YOU!

X. SOME PRACTICE QUESTIONS

SPELLING

Directions: In each of the word groups below, select the misspelled word.

1.	(A) manager	(B) thoughtfull	(C) sunset	(D) tomorrow
2.	(A) althought	(B) wherever	(C) booklet	(D) anger
3.	(A) advance	(B) automobeal	(C) basement	(D) hardship
4.	(A) addition	(B) funnie	(C) throat	(D) forest
5.	(A) moonlight	(B) river	(C) wonderful	(D) lipsticke
6.	(A) pencil	(B) boxing	(C) hickory	(D) majoritey
7.	(A) quality	(B) turkies	(C) spinach	(D) wilderness
8.	(A) tomorrow	(B) health	(C) library	(D) paragrapk
9.	(A) weather	(B) tigor	(C) sometime	(D) usually
10.	(A) sucess	(B) service	(C) splashing	(D) football
11.	(A) baseball	(B) pretty	(C) delightful	(D) runing
12.	(A) insurance	(B) public	(C) avanue	(D) anyone
13.	(A) research	(B) recippe	(C) butter	(D) education
14.	(A) singing	(B) methodology	(C) daylight	(D) thoughtful
15.	(A) financial	(B) mirrow	(C) expensive	(D) lifetime
16.	(A) hybrid	(B) formall	(C) area	(D) housing
17.	(A) inflation	(B) informe	(C) magazine	(D) sweater
18.	(A) today	(B) equation	(C) daily	(D) expierence
19.	(A) workible	(B) foolish	(C) folklore	(D) loafing
20.	(A) phonograph	(B) remoove	(C) religion	(D) variety

MATHEMATICS

Directions: For each question, work out your answer. Below each question you will find several answers. Select the correct answer and indicate the letter of the correct answer on your answer sheet.

1. Multiply $1.10 by 5 3/4.
   (A) $6.32 (C) $4.26
   (B) $3.98 (D) $6.64

2. Divide $75.88 by 2.2.
   (A) 35.4 (C) 34.5
   (B) 45.3 (D) 03.45

3. Change 6/8 to a per cent.
   (A) 45% (C) 62 1/2%
   (B) 60% (D) 75%

4. Subtract $857.15 from $1,000.
   (A) $145.58 (C) $142.85
   (B) $185.58 (D) $421.58

5. Add 8 9/16, 4 1/2, 6 3/4.
   (A) 18 3/8 (C) 20 1/4
   (B) 19 13/16 (D) 21 1/2

6. If 1 pound 8 ounces of meat costs $.75, what is the cost of the meat per pound?
   (A) 62¢ (C) 50¢
   (B) 74¢ (D) 92¢

7. What is the interest for 6 months on a loan of $1,200 at a yearly rate of 8%?
   (A) $58 (C) $96
   (B) $48 (D) $68

8. How many square yards of linoleum are needed to cover a floor having an area of 270 square feet?
   (A) 20 (C) 28
   (B) 24 (D) 30

9. A boy took an examination on which there were 100 examples. If he had 80% of them correct, what percentage of the examples did he do correctly?
   (A) 79% (C) 90%
   (B) 80% (D) 95%

10. Six girls sold the following number of tickets 10, 11, 42, 35, 28, 30. What was the average number of tickets sold by each girl?
    (A) 26 (C) 30
    (B) 29 (D) 35

11. 25.726 × .04 is equal to:
    (A) 10.2904 (C) .0102904
    (B) 1.02904 (D) 2.12904

12. 720.90909 ÷ 9 is equal to
    (A) 80.10101 (C) 8.010101
    (B) .080101 (D) 801.0110

13. 3 1/2 ÷ 3 =
    (A) 6 1/2 (C) 5/6
    (B) 7 1/2 (D) 1 1/6

14. .04 + 61.7 + 90902. + 2.0 is equal to:
    (A) 90.96574 (C) 90965.74
    (B) 9096.5754 (D) 909.6574

15. + 10 − 10 + 10 − 10 + 10 . . ., and so on where the last number is + 10 has a sum of
    (A) 01 (C) +10
    (B) −10 (D) 20

16. If $1,000 is invested at 6% interest, how much money will be accumulated in 5 years?
    (A) $300 (C) $1,050
    (B) $250 (D) $1,250

17. 1/3 − 1/7 =
    (A) 3/28 (C) 3/71
    (B) 4/21 (D) 11/21

18. If a pie is divided into 20 parts, what per cent is one part of the whole pie?
    (A) 40 (C) 5.0
    (B) 25 (D) 2.5

19. A man can dig 4 ditches in 2 hours. How many ditches can he dig in 8 hours?
    (A) 12 (C) 16
    (B) 8 (D) 20

20. 5% of 5% of 100 is
    (A) 25 (C) 2.5
    (B) .25 (D) 100

21. How many yards of ribbon will it take to make 45 badges if each badge uses 4 inches of ribbon?
    (A) 5.0 (C) 112
    (B) 9.5 (D) 15.3

22. Three pounds of popcorn are to be put into paper bags each holding 1/4 of a pound. The number of bags required is
    (A) 8 (C) 16
    (B) 12 (D) 24

WORD USAGE.

Directions: In the passages below certain words or expressions are underlined and numbered. Go to the question which has the same number as the underlining. If the underlining is correct as it is, mark the letter D (NO CHANGE) on your answer sheet. If the underlining has an error in grammar, word usage, or punctuation, write the letter (A or B or C) which gives you the correct answer.

On that cold, wintery (1) morning it was good to set (2) by the fireside and feel the warmth from the burning logs: Outside (3) the blizzard continued; the snow was blowing, the (4) wind was howling? "I will not (5) go outside (6) until the storm has passed (7)," (8) thought Rodger.

1. (A) cold: wintery
   (B) cold, and wintery
   (C) cold—wintery
   (D) No change

2. (A) sit,
   (B) sat
   (C) sit
   (D) No change

3. (A) logs; outside
   (B) logs. Outside
   (C) logs and outside
   (D) no change

4. (A) blowing because
   (B) blowing.
   (C) blowing and the
   (D) No change

5. (A) howling.
   (B) hooling, and
   (C) howling.
   (D) No change

6. (A) I shall not
   (B) I do not
   (C) I will do nothing
   (D) No change

7. (A) outside?
   (B) out: side
   (C) outside—
   (D) No change

8. (A) have past
   (B) have passed?
   (C) has, passed"
   (D) No change

COMPREHENSION

Directions: The following passages are intended to test your comprehension of Natural Science material. Following each passage you will find incomplete statements about the passage. Each statement is followed by four words or expressions. Select the word or expression that most satisfactorily completes each statement in accordance with the direct or implied meaning of the passage.

The horse is far superior to the camel for every kind of work except traveling over a desert. The peculiar shape of the camel's feet enables him to walk over the sand of the desert without sinking as deeply as a horse would. Also, a camel can go without water for a period of time in which a horse would die of thirsts The horse is affectionate and loyal to his owner, but the camel is treacherou. and often dangerous. He also has the reputation of being exceedingly stupid. On ground which is not soft sand, the horse is swifter than the camel. The camel has one valuable characteristic: he sheds his hair once a year, and thereby provides materials which can be made into tents and clothing. Camel's hair is far more serviceable than horsehair, and comes off in such a way that it can be easily gathered.

1. On the desert a horse will die from
   (A) heat
   (B) sand in his throat
   (C) thirst
   (D) lack of oxygen

2. The camel is
   (A) funny
   (B) affectionate
   (C) loyal
   (D) treacherous

3. The camel is well suited to desert travel because
   (A) he is fast
   (B) he can see in a sandstorm
   (C) his neck is high
   (D) his feet are shaped so that he walks without sinking

4. A camel can travel for a long period without
   (A) special vitamins
   (B) water
   (C) leaves to eat
   (D) sleeping

5. The horse on the desert is
   (A) a good trotter
   (B) lost at nightime
   (C) cold because of no hair
   (D) none of these

6. The camel's hair is used for
   (A) fuel
   (B) making clothing
   (C) making opium
   (D) food for horses

7. The camel has a reputation for
   (A) eating every hour
   (B) being loyal to his owner
   (C) being stupid
   (D) being stubborn

8. On ground which is not soft
   (A) the camel is faster than the horse
   (B) the ostrich is faster than the tiger
   (C) the horse is faster than the camel
   (D) all four run at the same speed

ANSWERS TO PRACTICE QUESTIONS

A. Spelling

1. (B), 2. (A), 3. (B), 4. (B), 5. (D), 6. (D), 7. (B), 8. (D), 10. (A), 11. (D), 12. (C), 13. (B), 14. (D), 15. (B), 16. (B), 17. (B), 18. (D), 19. (A), 20. (B).

B. Mathematics

1. (A), 2. (C), 3. (D), 4. (C), 5. (B), 6. (C), 7. (B), 8. (D), 9. (B), 10. (A), 11. (B), 12. (A), 13. (D), 14. (C), 15. (C), 16. (A), 17. (B), 18. (C), 19. (C), 20. (A), 21. (A), 22. (B).

C. Word Usage

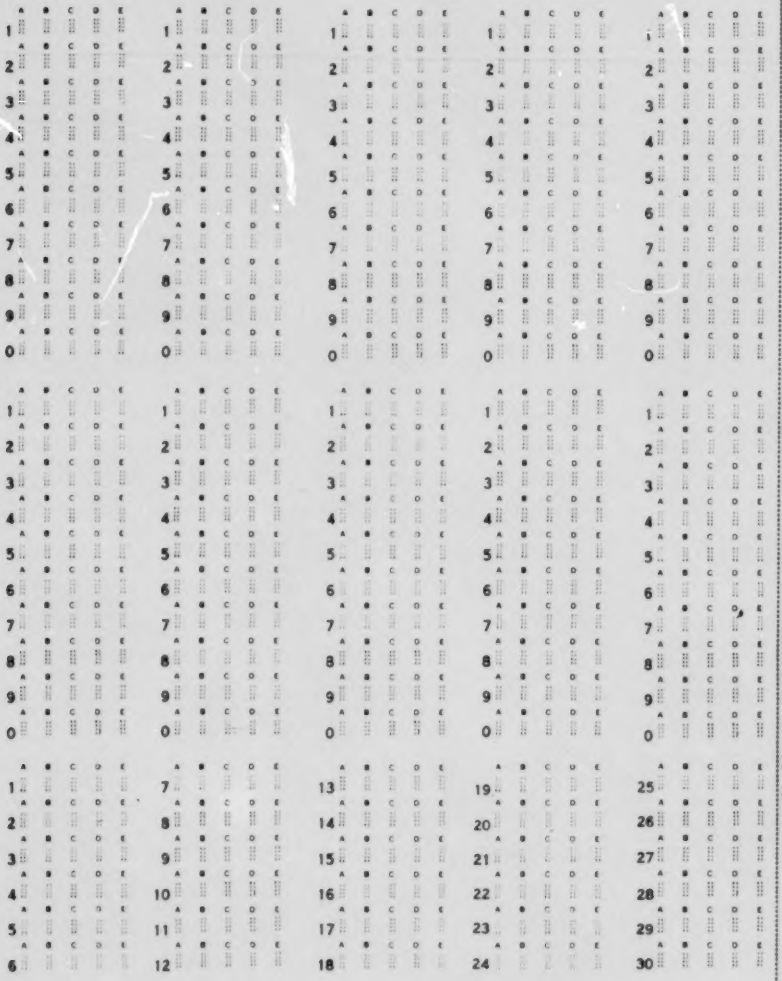
1. (D), 2. (C), 3. (B), 4. (D), 5. (A), 6. (D), 7. (D), 8. (D).

D. Comprehension

1. (C), 2. (D), 3. (D), 4. (B), 5. (D), 6. (B), 7. (C), 8. (C).

Practice Using Answer Sheets

Alter numbers to match the practice and drill questions in each part of the book.
Make only ONE mark for each answer. Additional and stray marks may be counted as mistakes.
In making corrections, erase errors COMPLETELY. Make glossy black marks.



XI. THE HIGH SCHOOL EQUIVALENCY DIPLOMA PROGRAM INFORMATION BY STATE

In the following pages pertinent information about the various Equivalency Diploma programs is presented alphabetically by State. Included are program facts about administrative sources, conditions for qualification, residency requirements, military personnel opportunities, application procedures, approximate costs, testing locations, credit awarded for previous service education, in addition to where to obtain further information.

The importance of this particular educational phase namely, high school level education, and the attainment of the Equivalency Diploma, should not be underestimated. It is a critical stage of development for many. Also in certain instances, little can be accomplished without this particular credential. For example, many colleges and post-secondary schools in the United States require a High School Diploma for admission. In other cases it is necessary for employment.

This particular phase of education, as well as the Equivalency Diploma itself, seems to become more significant with the passage of time. Perhaps it is because of the rise in the educational level of the population at large. It also may be due to the strong personal desire by many individuals to increase their economic opportunities as well as their personal attainment and satisfaction.

Information which follows is from Bulletin Number Five, Eleventh Edition, Commission on Accreditation of Service Experiences.

ALABAMA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "State Certificate of High School Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19. Applicants 18 years of age may qualify if they have been out of school at least one year or have justifiable family obligations provided they are recommended by the superintendent or principal of the school last attended.
   b) *Admission to take tests:* 18.
3. *Residence:* Applicant meets Alabama residency requirement in at least one of the following ways:
   a) Has resided in Alabama for at least 30 days immediately preceding date of certificate.
   b) Has attended school for at least one year in Alabama.
   c) Is a qualified voter in Alabama as verified by a statement from the Board of Registrars.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on prescribed Form E-7, which is obtainable only after receipt of the report of GED test scores by the Division of Instruction, State Department of Education, Montgomery.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $10.00 per battery; $2.50 for retest on each part.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

6. Basic or recruit training: Credit not to exceed two Carnegie units. Credits are to be granted only in health and physical education.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Alabama is:
Ernest L. Babb, Supervisor of Instruction,
State Department of Education, State Office Bldg., 501 Dexter Ave.,
Montgomery 36104

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

ALASKA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "State of Alaska High School Diploma" to adult residents who have not completed high school provided they meet the following requirements:
   1. *Minimum test scores:* A standard score of 35 on each test *or* an average standard score of 45 on all five tests.
   2. *Minimum age:*
      a) *Issuance of certificate:* Applicant is eligible six months following the time that he would normally have graduated, that is, four years following his enrollment in the 9th grade, or following his 18th birthday, whichever is sooner.
      b) *Admission to take tests:* Same as for issuance of certificate except applicant may be tested at the discretion of the chief examiner of an Official GED Center before he meets the above requirements.
   3. *Residence:* Reside in the state 30 days preceding application.
   4. *Previous high school enrollment:* Not required.
   5. *Method of applying:*
      a) Apply on application form obtainable from State Department of Education or an Official GED Center in Alaska.
      b) The application must accompany the test scores to the State Department of Education.
      c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
   6. *Fee:*
      a) Testing at Official GED Centers: Varies.
      b) Issuance of certificate: No charge.
   7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

C. To meet individual needs and differences, the Commissioner will consider a written request for exceptions to above requirements.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute courses.[2]
   2. United States Armed Forces Institute subject examinations.[2]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[2]
   5. Coast Guard Institute courses.[2]
   6. Basic or recruit training: One unit in physical education credit may be granted for successful completion of twelve weeks of basic training.
   7. Service school training.[2]

The State Administrator of the GED Testing Program in Alaska is:
Marshall L. Lind, Commissioner of Education,
State Department of Education, Pouch F, Alaska Office Bldg., Juneau 99801

* English and Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

AMERICAN SAMOA

Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. Department of Education issues a "High School Diploma of Equivalency" to adult residents who have not completed high school provided they meet the following requirements:
   1. *Minimum test scores:* A standard score of 35 on each of the five tests.
   2. *Minimum age:*
      a) *Issuance of certificate:* 19, and applicant's class must have graduated from high school.
      b) *Admission to take tests:* Same as for issuance of certificate.
   3. *Residence:* Bona fide resident of American Samoa.
   4. *Previous high school enrollment:* Not required.
   5. *Method of applying:*
      a) Apply to Department of Education.
      b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; and in special cases by the GED Testing Service.
   6. *Fee:*
      a) Testing at Official GED Centers: $7.50 per battery; $2.00 per single test.
      b) Issuance of certificate: No charge.

B. High schools are authorized to issue certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute courses.[2]
   2. United States Armed Forces Institute subject examinations.[2]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[2]
   5. Coast Guard Institute courses.[2]
   6. Basic or recruit training: Accepted without credit in lieu of required courses in health and physical education.
   7. Service school training.[2]

The Administrator of the GED Testing Program in American Samoa is:
Milton deMello, Director of Education, Department of Education,
Government of American Samoa, Pago Pago, Tutuila, American Samoa 96920

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

ARIZONA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues an "Arizona High School Certificate of Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* An applicant 17 or 18 years of age is eligible to take the GED tests provided he (1) has been out of school at least one year; (2) has a letter of approval from parent or guardian; and (3) has a statement of request for testing from: a potential employer, a statement of conditional acceptance from an institution of higher education, a letter from a recruiting office of the U.S. Armed Forces, or a letter from a licensing agency that requires 9th-, 10th-, or 11th-grade level of achievement for admission to licensing examinations.
3. *Residence:* Must be a resident of Arizona. *Military personnel and veterans* who were tested through USAFI are eligible to apply for an Arizona certificate *if* they were tested while stationed in Arizona, or whenever they are in Arizona, or their last civilian school attended was in Arizona.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Veterans and other adults apply by letter to the State Department of Education, stating age, place of residence, length of residence, and permanent address. Veterans who meet Arizona's requirements and who have previously taken the GED tests through USAFI should request USAFI to forward an official test report to the State Department of Education.
   b) Service personnel who have taken the GED tests through USAFI request a permanent record Military Application Card from the State Department of Education. If age, score, and residence requirements have been met, applicant completes the card and has it verified and signed by an education officer or adviser. Applicant then sends application card and fee to the State Department of Education at the time USAFI is requested to send the official GED test scores.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00 to $10.00 per battery.
   b) Issuance of certificate: $2.00.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

* English and Spanish editions.
[1] Final decision by individual high school.

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[4]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Maximum of one unit of credit; may also be accepted in lieu of required courses in health and physical education.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Arizona is:
James D. Showers, State Director of Adult Education,
State Department of Education, 1626 W. Washington St., Suite 100, Phoenix 85007

[1] Credit as recommended by the Commission on Accreditation, American Council on Education.

ARKANSAS

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of Equivalency of High School Graduation" to *service personnel, veterans,* and *nonveteran adults*[1] who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *For issuance of certificate:* 19.
   b) *For admission to take tests:* Persons 18 years of age who have been out of school for at least one year may take the tests. Applicants for enlistment in the Armed Forces may take the tests at age 17.
3. *Residence:* Applicant must have been in the state 30 days or longer, or have a job in Arkansas, or have children in Arkansas schools, or show other proof of intent to reside in the state.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Address correspondence concerning issuance of "Certificate of Equivalency of High School Graduation" to Curtis R. Swaim, State Department of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: No charge.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[2] that high schools grant credit toward a diploma[3] for:

1. United States Armed Forces Institute courses.[4]
2. United States Armed Forces Institute subject examinations.[4]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[4]
5. Coast Guard Institute courses.[4]

* English editions; department is studying need for use of Spanish editions.

[1] Nonveterans may become eligible to take the GED tests by satisfactorily completing 120 clock hours of approved general adult education. (Detailed information available by writing Curtis R. Swaim.)

[2] Final decision by individual high school.

[3] Correspondence concerning the granting of credit toward the regular high school diploma should be addressed to the principal of the last high school attended.

[4] Credit as recommended by the Commission on Accreditation, American Council on Education.

6. Basic or recruit training: Two units if induction was prior to June 1948. After that date, accepted in lieu of required courses in health and physical education.
7. Service school training.[1]

The State Administrator of the GED Testing Program in Arkansas is:
Curtis R. Swaim, Associate Director for Instructional Services,
State Department of Education, State Education Bldg., Little Rock 72201

[1] Credit as recommended by the Commission on Accreditation, American Council on Education.

CALIFORNIA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education does not issue an equivalency certificate to adult residents who have not completed high school.

B. High schools *may* issue diplomas (at the discretion of the governing board of the school district) to servicemen and veterans who have not completed high school provided they meet the following requirements:[1]

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests. (A district governing board may require higher scores.)
2. *Minimum age:*
   a) *Issuance of diploma:* As established by the governing board of the school district.
   b) *Admission to take tests:* As established by the governing board of the school district.
3. *Residence:* As established by the governing board of the school district.
4. *Previous high school enrollment:*
   a) Usually required prior to granting the diploma.
   b) Courses required:
      (1) United States History and Constitution.
      (2) Principles of State and Local Government.
   c) In addition, high schools or adult schools may require additional courses of instruction.
5. *Method of applying:*
   a) Apply by letter to the principal of the high school last attended or to the adult school nearest to applicant's place of residence.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of diploma: Option of local governing board.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education approves administration of the GED tests to individuals confined in state correctional and health institutions by accredited high schools within those institutions established as Official GED Centers.

II. Policy for granting credit for service educational experiences:

A. Recommends[2] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[3]

* English and Spanish editions at the discretion of governing board of the school district.
[1] Other adults may receive credit toward graduation on the basis of the GED tests.
[2] Final decision by the local district Board of Education.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

6. Basic or recruit training: A maximum of 30 semester periods.
7. Service school training:[3] Credit limited to 20 semester periods.

The State Administrator of the GED Testing Program in California is:
Herbert E. Summers, Chief, Bureau of School Approvals,
State Department of Education, 721 Capitol Mall, Sacramento 95814

[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

CANAL ZONE

Division of Schools, Civil Affairs Bureau

I. Policy for issuance of high school certificates based on GED test results:*

A. Civil Affairs Bureau, Division of Schools, issues a "Certificate of High School Equivalency" to U.S. citizen residents of the Canal Zone or Republic of Panama, or alien members of the U.S. Armed Forces or veterans thereof, or Canal Zone resident alien dependents of U.S. citizens, who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* 19.
3. *Residence:* Resident of Canal Zone or Republic of Panama.
4. *Previous high school enrollment:* Unless one Carnegie unit has been earned in United States history, proficiency must be demonstrated by a subject-matter test or by completion of a course at Canal Zone College.
5. *Method of applying:*
   a) Application forms are obtainable from Margaret M. Gately, Canal Zone College, Box 3009, Balboa, Canal Zone.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $7.50, payable at time of application. Fee includes issuance of a "Certificate of High School Equivalency" to successful candidates. Testing fee is nonrefundable.
   b) $2.00 per test for retesting.
   c) $2.00 for issuance of a duplicate certificate.
   d) $2.00 for issuance of a certificate based on tests completed through USAFI or at another Official GED Center.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Accepted in lieu of required courses in health and physical education.
7. Service school training.[2]

The Administrator of the GED Testing Program in the Canal Zone is:
Margaret M. Gately, Assistant Dean,
Canal Zone College, Box 3009, Balboa, Canal Zone

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

COLORADO

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "High School Equivalency Certificate, State of Colorado, Department of Education" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18.
   b) *Admission to take tests:* 18.
3. *Residence:*
   a) Applicant must have physical residency in Colorado immediately prior to issuance of certificate of equivalency.
   b) Service personnel (1) must have physically resided in Colorado prior to entrance into the Armed Forces and must be still in the service at the time of application for the certificate, or (2) must be serving in a military unit stationed in Colorado and must have served in this state immediately prior to the issuance of the certificate.
   c) Veterans are eligible if they entered the service while residents of Colorado and (1) have returned to Colorado upon discharge from the service, or (2) have made application within a two-month period after discharge from the service.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Civilians apply directly to an Official GED Center in Colorado. A list of Centers is available on request to the Colorado Department of Education. Military applications must be made on a special form available on request of the individual to the Colorado State Department of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $7.50 per battery, $2.00 for each single test, charged by some Centers; other Centers make no charge.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.

* English and Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Credit granted in lieu of required courses in health and physical education if applicant has one year or more of service.
7. Service school training.[2]

The Acting State Administrator of the GED Testing Program in Colorado is:
Christian C. Pipho, Assistant Director,
Improved Learning Unit, State Department of Education,
State Office Bldg., 201 E. Colfax, Denver 80203

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

CONNECTICUT

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "State High School Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and applicant shall not have been a member of a regular day secondary school in the academic year preceding the submission of application, and the school class of which he was a member must have graduated from high school.
   b) *Admission to take tests:* Same as above.
3. *Residence:* Resident of Connecticut at time of application. A resident serving in the U.S. Armed Forces must furnish evidence that he had been a bona fide resident of Connecticut prior to induction.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Address application to the State Department of Education.
   b) Veterans and servicemen on active duty apply on DD Form 295, "Application for the Evaluation of Educational Experiences during Military Service," and send it to USAFI, Madison, Wisconsin, with the request that USAFI attach an official copy of the test scores to the application and forward both to the State Department of Education.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $3.00 per battery.
   b) Issuance of certificate: $2.00.
   c) Servicemen and veterans are exempt from fees.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. Local boards of education may authorize their high schools to issue diplomas or certificates on the basis of the GED tests to service personnel, veterans, and other adults, subject to their own requirements.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]

* English and Spanish editions.

[1] Final decision by individual high school.

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

5. Coast Guard Institute courses.[2]
6. Basic or recruit training: A maximum of two units of credit for one year or more of military service.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Connecticut is:
Alan E. Hagg, Consultant, Adult Education,
State Department of Education, Box 2219, Hartford 06115

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

DELAWARE

State Department of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Public Instruction issues a "Delaware State Board of Education Endorsement" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each test *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and applicant cannot be enrolled in a regular day secondary school, and the class of which he was a member must have been graduated.
   b) *Admission to take tests:* 18. An applicant 17 years of age is eligible if he has been out of a formal classroom situation for a period of one year before making application or if his high school class (the class of initial school entry of which he was or would have been a member) has been graduated, *and* (one of the following):
      (1) Has completed a program of instruction provided by such agencies as the Job Corps and the Postal Service Academy, an apprenticeship program, or other similar program of instruction, for which completion of training is certified by the director of the program and presented to the chief examiner of an Official GED Center, with a request that the subject adult be tested;
      (2) Presents a written request from an employer certifying that the applicant for job opportunity must establish high school equivalency on the basis of GED test scores;
      (3) Presents a written request from a college or university official certifying that the institution will consider accepting the applicant for admission on the basis of GED test scores;
      (4) Presents a written request for testing from a recruiting official for the subject adult who wishes to enter a branch of the Armed Forces for which high school equivalency is a prerequisite.
3. *Residence:* Resident of Delaware for at least six months.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on an application form obtainable from Delaware Official GED Centers or from State Department of Public Instruction.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $10.00 per battery.
   b) Issuance of certificate: No charge.

B. High schools may not issue diplomas or certificates or the Endorsement based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that adult high schools grant credit toward a diploma[2] for:

* English and Spanish editions.

[1] Final decision by individual high school.

[2] In all instances prior approval should be sought from the high school being asked to accept the credits.

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Service school training.[2]
5. Basic or recruit training.[2]

The State Administrator of the GED Testing Program in Delaware is:
William G. Dix, State Supervisor of High School Extension Programs,
State Department of Public Instruction, Townsend Bldg., Dover 19901

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

DISTRICT OF COLUMBIA

District Board of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. District Board of Education issues a "High School Equivalent Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *For issuance of certificate:* 19.
   b) *For admission to take tests:* An applicant 17 or 18 is eligible if he has been out of a formal classroom situation for at least one year before making application, or if his high school class (the class of which he was or would have been a member) has been graduated, *and:*
      (1) Has completed an organized program of instruction, satisfactory to the chief examiner of an Official GED Center, offered by such agencies as the Job Corps or Project Build (an apprenticeship program), or other similar program of instruction. Completion of training must be certified by the director of the program and presented to the chief examiner with a request that the person be tested; or
      (2) Presents a written request from an employer certifying that the applicant will be considered for a job opportunity once he can be certified by the chief examiner as having the equivalent of a high school education; or
      (3) Presents a written request from a college or university official certifying that the institution will consider accepting the applicant for admission on the basis of GED test scores; or
      (4) Presents a written request for testing from a recruiting official for the applicant who wishes to enter a branch of the Armed Forces for which the high school equivalency is a prerequisite.
3. *Residence:* Resident of the District of Columbia, or if a nonresident, last schooling must have been received in the District of Columbia. D.C. residency is required except for the following:
   a) A member of the armed services assigned to duty in D.C.
   b) A trainee in a D.C. or federally sponsored program operated in the District, such as Job Corps.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply by letter to the District Board of Education, which will furnish the necessary special form.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Board of Examiners Official GED Center: $5.00, which includes issuance of certificate.
   b) Issuance of certificate: $2.00 if tests were taken through USAFI or at other D.C. Official GED Centers or at District correctional institutions

* English editions; department is studying need for use of Spanish editions.

and hospitals; $3.00 if certificates are issued based on scores of tests taken in other states.

7. *Testing at state institutions:* By authorization of Commission on Accreditation, the District Board of Education administers the GED tests to individuals confined in District correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Two units if induction was prior to August 14, 1945. After that date, a maximum of one unit in lieu of required courses in health and physical education.
7. Service school training.[2]

The Administrator of the GED Testing Program in the District of Columbia is:
Elliott W. Lucas, Principal,
Armstrong Adult Education Center, 1st and O Sts., N.W., Washington, D.C. 20001

[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

FLORIDA

State of Florida Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State of Florida Department of Education issues a "High School Equivalency Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and applicant must have been out of school for at least six months after the end of the school year during which he last attended a regular day school program.
   b) *Admission to take tests:* A 17-year-old applicant for induction into the U.S. Armed Forces may take the tests upon request of the recruiting officer, accompanied by a letter from applicant's parent or guardian granting him permission to enter the Armed Forces and a letter from the principal of the school last attended stating that the applicant has dropped out of school.
3. *Residence:* Must be a resident of Florida.
4. *Previous high school enrollment:*
   a) Not required.
   b) Unless credit in American history and government or American history and civics has been earned previously, proficiency in these subjects must be demonstrated by subject-matter tests or other acceptable methods and reported to the State of Florida Department of Education.
5. *Method of applying:*
   a) Apply to State of Florida Department of Education on special Form VE-7, obtainable from State of Florida Department of Education upon request.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $7.50 for complete test battery, payable at time application is filed. On retest, $2.00 for each test, payable to the local testing Center at time of retesting.
   b) Issuance of certificate:
      (1) $5.00 for individuals who have taken the tests through USAFI or at other than a Florida Official GED Center.
      (2) A fee of $2.00 is charged for the issuance of a duplicate diploma.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State of Florida Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:

* English editions; department is studying need for use of Spanish editions.

[1] Within the limitations prescribed by the State of Florida Board of Education regulations and local school board policy. Final decision by individual high school.

[2] At least 11 units of credit must have been earned through regular high school attendance before credit earned through items 1-7 can be applied toward the regular high school diploma. Courses selected to earn credit through items 1-5 should be chosen so as to complete a well-rounded, consistent pattern.

1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[3]
6. Basic or recruit training: Not to exceed two units of elective credit (in military science or to offset physical education requirements) toward high school diploma for one full year of active duty.
7. Service school training.[3]

NOTE: *Correspondence relative to the granting of credit toward the regular high school diploma earned by any of the above methods should be addressed to the principal of the last high school attended.*

The State Administrator of the GED Testing Program in Florida is:
James H. Fling, Administrator, Adult and Veteran Education,
State of Florida Department of Education, Knott Bldg., Tallahassee 32304

[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

GEORGIA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "High School Equivalency Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18.
   b) *Admission to take tests:* 18.
3. *Residence:* Must be eligible to vote in Georgia or have been a resident of the state for at least six months.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply to State Department of Education on special form available on request to the department.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Determined locally; not to exceed $11.00 for one person; $8.50 each for two to four persons; or $6.00 each for five or more persons.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools are authorized to issue regular diplomas on the basis of the GED tests to service personnel and honorably discharged veterans (other adults not eligible), subject to the same conditions listed above, who meet the following requirements:

1. Were previously enrolled and earned at least four units of credit in residence at high school where diploma is requested.
2. Apply by letter to the local high school. Final decision on granting a regular diploma rests with the individual high school.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examination:[2] If induction was prior to Jan. 1, 1947, or between June 25, 1950, and Jan. 31, 1955.
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Service school training.[2]

The State Administrator of the GED Testing Program in Georgia is:
Frary Elrod, Acting Coordinator, Adult Education Unit,
State Department of Education, 156 Trinity Ave., S.W., Rm. 304, Atlanta 30303

* English and Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

GUAM

Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. Department of Education issues a "High School Certificate of Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19, and applicant's class must have graduated from high school, or any person who has been out of a formal classroom situation for a period of one year before making application.
   b) *Admission to take tests:* The GED tests may be administered (*but no certificate of equivalency issued*) to any non-high-school graduate adult physically residing in Guam, who is 17 years of age or older, and who has been out of a formal classroom situation for a period of one year before making application, or whose high school class (the class of which he was or would have been a member) has been graduated, *and* (one of the following):
      (1) Who has completed a program of instruction provided by such agencies as the Job Corps and the Postal Service Academy, an apprenticeship program, or other similar program of instruction, for which completion of training is certified by the director of the program and presented to the Administrator of the Guam Official GED Center, with a request that the subject adult be tested, or
      (2) Who presents a written request from an employer certifying that the applicant for job opportunity must establish high school equivalency on the basis of GED test scores, or
      (3) Who presents a written request from a college or university official certifying that the institution will consider accepting the applicant for admission on the basis of GED test scores, or
      (4) Who presents a written request for testing from a recruiting official for the subject adult who wishes to enter a branch of the Armed Forces for which high school equivalency is a prerequisite.
3. *Residence:* Not required.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Service personnel, veterans, and civilian adults who have taken the tests request the testing Center to forward an official report of their test results to the Department of Education. If scores meet the Guam standards, applicant will be requested to complete and return an application to determine whether other conditions are met. The application form is not available prior to receipt of the official test report.
   b) Veterans and civilians who have not taken the tests or who need reexamination apply to the Department of Education Official GED Center for Guam. Tests are given four times a year—August, November, February, and May.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.

* **English editions; department is studying need for use of Spanish editions.**

6. *Fee:*
   a) Testing at Official GED Centers: No charge.
   b) Issuance of certificate: No charge.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant not more than four units of credit toward a diploma for the following types of educational experiences received while in military service:
   1. United States Armed Forces Institute courses.[2]
   2. United States Armed Forces Institute subject examinations.[2]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from school offering course.
   4. Marine Corps Institute courses.[2]
   5. Coast Guard Institute courses.[2]
   6. Basic or recruit training: Accepted in lieu of required courses in physical education and health.

B. Does not recommend that high schools grant credit toward a diploma for service school training.

The Administrator of the GED Testing Program in Guam is:
Delfina T. Aguigui, Deputy Director of Instruction,
Department of Education, P.O. Box D E, Government of Guam, Agana 96910

[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

HAWAII

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. Adult Education Section issues a "Department of Education High School Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and applicant's high school class must have graduated.
   b) *Admission to take tests:* Same as for issuance of certificate.
3. *Residence:*
   a) No specific length of residence in the state is required. However, applicant must have been enrolled for at least one semester in a Hawaii public school for adults and have satisfactorily completed at least one academic course (normally ½ credit) while so enrolled.
   b) An applicant who has been a student in a school in Hawaii, but is currently in military service outside Hawaii, may apply for his certificate through the Adult Education Section, Office of Instructional Services, upon completing the GED tests.
4. *Previous high school enrollment:* Not required except as indicated in item 3 above.
5. *Method of applying:*
   a) Applicant should contact the principal of the adult school in Hawaii he last attended or plans to attend.
   b) Correspondence to the State Department of Education concerning adult high school certification should be addressed to Administrator, Adult Education Section, Queen Emma Bldg., Rm. 1002, 1270 Queen Emma St., Honolulu, Hawaii 96813.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $7.50 per battery.
   b) $1.00 may be charged for administration of a screening test.
   c) Issuance of certificate: $2.00.
7. *Additional requirements:* Satisfactory scores on a screening test administered by the adult school recommending the certificate.
8. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. The State Department of Education makes no recommendation to high schools with regard to the granting of credit toward a diploma for:

1. United States Armed Forces Institute courses.
2. United States Armed Forces Institute subject examinations.

* English editions; department is studying need for use of Spanish editions.

3. High school courses offered through USAFI by cooperating colleges and universities.
4. Marine Corps Institute courses.
5. Coast Guard Institute courses.
6. Basic or recruit training.
7. Service school training.

The State Administrator of the GED Testing Program in Hawaii is:
James Le Vine, State Program Administrator, Adult Education Section,
Department of Education, Queen Emma Bldg., Rm. 1002,
1270 Queen Emma St., Honolulu 96813

IDAHO

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues the "Idaho High School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 45 on each of the five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 20.
   b) *Admission to take tests:* 17-year-old applicants for induction into the U.S. Armed Forces are eligible upon request of a recruiting official who states that the applicant meets all military requirements for induction except for achieving satisfactory scores on the GED tests. The recruiting official shall also provide to the chief examiner of an Official GED Center (1) a letter from the applicant's parent or guardian granting him permission and (2) a statement from his high school principal that he has left school. Applicants 18 and 19 years of age may be tested at the request of an employer, college official, or recruiting official. The certificate will not be issued until the applicant reaches age 20.
3. *Residence:* Bona fide resident of Idaho at the time of application and for the period of six months just preceding application. Residence may not be gained or lost by reason of military service.
4. *Previous high school enrollment:* Not required. A one-semester course in American government is required, the course to include United States Constitution and principles of state and local government. This requirement may be met by resident study in high school or college or by correspondence study from an accredited university, USAFI, MCI, or CGI.
5. *Method of applying:*
   a) Special application form is furnished by the State Department of Education after the following documents have been submitted:
      (1) An official report of GED test results as indicated by item *b* below.
      (2) Official transcript showing completion of a course in American government including United States Constitution and principles of state and local government. Application requests will not be considered prior to receiving this record.
      (3) Completed DD Form 295 on all service personnel (not required of veterans and nonveteran adults).
      (4) A copy of discharge if applicant is a veteran of military service.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Fee set by Center.
   b) Issuance of certificate: No fee for service personnel and veterans; $2.00 for nonveteran adults.

B. High schools may issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

* English and Spanish editions.

[1] Final decision by individual high school.

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Two units if induction was prior to April 1, 1947.[1]

B. Does not recommend that high schools grant credit toward a diploma for service school training.

The State Administrator of the GED Testing Program in Idaho is:
Francis H. Rist, Director, Auxiliary Services,
State Department of Education, State Office Bldg., Boise 83707

[1] Credit as recommended by the Commission on Accreditation, American Council on Education.

ILLINOIS

Office of the Superintendent of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. Office of the Superintendent of Public Instruction, through each Regional Superintendent, issues a "High School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19, except any ward of the Department of Corrections who has attained age 17, or any inmate confined in any branch of the Illinois State Penitentiary who has attained age 17 is eligible to apply to the Superintendent of the Educational Service Region in which he resides.
   b) *Admission to take tests:* Any applicant under age 19 who has been out of school for at least one year may request the Superintendent of any Educational Service Region to administer the tests on written request of another state department of education in order to meet regulations established by that department of education, a post-high-school educational institution for purposes of admission; the Department of Registration and Education for licensing purposes, or the Armed Forces for induction purposes. (Such minors may be eligible to receive the Illinois High School Equivalency Certificate upon reaching age 19 provided they have met the Illinois standards.)
3. *Residence:*
   a) Must have maintained residence in the State of Illinois for at least one year immediately preceding application.
   b) If inquiries to the Office of the Superintendent of Public Instruction are to be referred to the appropriate Superintendent of an Educational Service Region, the Illinois residence of the applicant must be stated.
4. *Previous high school enrollment:* Not required. However, after the Superintendent of the Educational Service Region has determined that the requirements for minimum age, residence, and minimum test scores have been met, he will authorize a state examination. The applicant must pass a state examination on American patriotism and the principles of representative government as enunciated in the American Declaration of Independence, the Constitution of the United States, the Constitution of the State of Illinois, and the proper use and display of the American flag.
5. *Method of applying:*
   a) Applicants for testing apply in person to the Superintendent of the Educational Service Region of the county of residence.
   b) Servicemen and other applicants who have previously taken the GED tests apply in person or by mail to the Regional Superintendent of the county in which they have maintained residence.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.

* English and Spanish editions.

6. *Fee:*
   a) Testing at Official GED Centers: $5.00 must be submitted with application.
   b) Issuance of certificate: $5.00 for issuance of the "High School Equivalency Certificate" upon request of the Superintendent of the Educational Service Region.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the Office of the Superintendent of Public Instruction administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:
   1. United States Armed Forces Institute courses.[3]
   2. United States Armed Forces Institute subject examinations.[3]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[3]
   5. Coast Guard Institute courses.[3]
   6. Service school training.[3]

B. Does not recommend that high schools grant credit toward a diploma for basic or recruit training.

The State Administrator of the GED Testing Program in Illinois is:
Alexander E. Lawson, Director, General Adult Education,
Office of the Superintendent of Public Instruction, 316 South Second St.,
Springfield 62706

[1] Final decision by individual high school.
[2] Applicant must pass a satisfactory examination to meet statutory provision on American Patriotism and Principles of Representative Government. Local high school will advise how this requirement is to be met.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

INDIANA

State Department of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. State Superintendent of Public Instruction and high schools issue to veterans the "Military Achievement Test Diploma" and to all other adults the "Achievement Test Certificate" provided the following requirements are met:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* Veterans and active duty personnel: 18. All others: 19, but the high school class of which the applicant was a member must have been graduated and the applicant must have been out of school one year.
   b) *Admission to take tests:* The State Administrator of the GED Testing Program will approve testing 17-year-old applicants for induction into the Armed Forces provided the recruiting official requests the testing and states that the applicant meets all military requirements for induction except for GED test scores, and provided a letter of permission from the applicant's parent or guardian and a letter from the principal of the applicant's school stating that he has left school are furnished.
3. *Residence:* Resided in Indiana for six months immediately prior to the examination or a resident of Indiana at the time of entering active duty.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply directly to an Official GED Center.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00 per battery; $1.00 for each single test.
   b) Issuance of certificate: $5.00 when certificate is issued by the State Superintendent.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Public Instruction administers the GED tests to individuals confined in state correctional and health institutions.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a certificate[2] of high school graduation for:

1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.[4]

* English and Spanish editions.

[1] Final decision by individual high school.

[2] The diploma is reserved for individuals who have earned units through actual attendance in high school, except that recognition may be given for special work which does not include military education or experience.

[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

[4] Also accepts credit for high school courses completed in residence or by correspondence through accredited colleges and universities, whether under the auspices of USAFI or not. And, in addition, work taken at the college level is being counted by Indiana high schools for high school credit.

4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[4]
6. Basic or recruit training: A maximum of two units designated as one unit in physical education, one-half unit in safety, and one-half unit in health, provided not more than one-half unit may be granted for each three months of service in the Armed Forces.
7. Service school training.[5]

The State Administrator of the GED Testing Program in Indiana is:
Warren H. Waymire, Director, Division of Adult Education,
State Department of Public Instruction, 108 State Office Bldg.,
100 N. Senate Ave., Indianapolis 46204

[1] Credit as recommended by the Commission on Accreditation, American Council on Education.

IOWA

State Department of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Public Instruction issues a "High School Equivalency Certificate" to adults who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* Applicant shall have attained the age at which, had he remained in school, he would have been graduated at least one year prior to date of application.
   b) *Admission to take tests:*
      (1) 17-year-old applicants for induction into the U.S. Armed Forces are admitted to testing provided a written request is made by the recruiting office of a branch of the Armed Forces stating that the applicant has met all military requirements for induction except for GED test scores, and provided the request is accompanied by a letter or written statement signed by the local school official stating that the individual has left school and that it would probably be to the best interest of the applicant to be admitted to testing, and provided a letter of permission for induction from the applicant's parent or guardian is furnished.
      (2) Other 17-year-old applicants are admitted upon written request from such institutions or agencies as Iowa State Training Schools, Postal Service Academy, apprenticeship training programs, area school programs, or vocational rehabilitation programs, provided the GED tests are necessary for employment, admission to college or licensing for occupations, and provided, further, the applicant has permission from his parent or guardian for testing, and has a letter from his former high school stating that he has left school and that it would be to his best interest to be tested.
3. *Residence:* Not required.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Application forms obtainable by writing to Adult Education Section, Iowa State Department of Public Instruction, Grimes State Office Bldg., Des Moines 50319.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Application fee, $5.00.
   b) Issuance of certificate: $5.00.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Public Instruction administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

* English editions; department is studying need for use of Spanish editions.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a regular diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Accepted in lieu of required courses in physical education and health.[1]
7. Service school training.[2]

The State Administrator of the GED Testing Program in Iowa is:
Giles J. Smith, Chief, Guidance Services Section,
State Department of Public Instruction, Grimes State Office Bldg.,
Des Moines 50319

[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

KANSAS

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of Academic Achievement" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each test ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and class of which applicant was a member must have graduated from high school.
   b) *Admission to take tests:* 16. Applicants who are 16, 17, or 18, and whose high school class has not graduated, must be wards of the court or wards of the state or totally self-supporting and/or with dependents. Applicants 17 years of age who are applying for induction in the U.S. Armed Forces are admitted to testing provided the recruiting official requests the testing and states that applicant meets all military requirements for induction except for GED test scores, and provided a letter of permission from the applicant's parent or guardian and a letter from the principal of the applicant's school stating that he has left school are furnished.
3. *Residence:* Bona fide resident of Kansas at time of application for a certificate and for six months just preceding; or last formal secondary school attendance was in Kansas. For *service personnel* assigned to a federal reservation within the state, residence not required.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply to the local Official GED Center; if this is not known, apply to the Adult Education Section, State Department of Education, on a special form furnished on request.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies, usually $5.00.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. Kansas high schools are authorized to accept GED test results for credit toward graduation. Schools may prefer that a "Certificate of Academic Achievement" be issued by the State Board of Education. A school may grant a diploma subject to same minimum test scores and minimum age requirements as for issuance of certificate, noted above, but applicant must have resided in Kansas for one year, had his last formal school attendance in Kansas, and have attended the school system where he applies for credit. Apply to the high school principal.

* English and Spanish editions.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: One unit granted for required physical education.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Kansas is:
W. W. Lee, Director, Adult Education,
State Department of Education, Kansas State Education Bldg.,
120 E. 10th St., Topeka 66612

[1] Service personnel who wish to obtain credit for the items listed in Section II should confer with their Education Officer and contact the home high school or the high school with which previous high school work is recorded. Arrangements may then be made to have the work officially reported to the responsible high school authorities. When requirements for graduation are met, the high school may issue the regular diploma.

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

KENTUCKY

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education provides a "High School Equivalency Certificate" to be issued by local boards of education to adult residents who have not completed high school.

B. State Department of Education will authorize a local board of education to issue an equivalency certificate to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* Nonveteran adults, 19, and high school class of which applicant was a member must have graduated; *service personnel* and *veterans*, no age requirement.
   b) *Admission to take tests:* 17, and officially withdrawn from school, and have the permission of school superintendent of school last attended.
3. *Residence:* Bona fide resident of Kentucky, a former resident who attended school in Kentucky, or an individual who is confined in a health or correctional institution within the state.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Approval to take the tests shall be given by the local school superintendent *prior* to taking the tests, on a form provided for this purpose. *Service personnel* need not have prior approval.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Only for those who entered service prior to December 31, 1946.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Kentucky is:
Ted Cook, Director, Division of Adult Education,
State Department of Education, Frankfort 40601

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school. Diplomas should not be issued before such time as they would have been obtained by normal attendance.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

LOUISIANA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education approves the issuance through local high schools of the "State High School Equivalency Diploma" to *adult*[1] *residents* who have not completed high school and the "State of Louisiana High School Diploma" to *service personnel* and *veterans* who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* Nonveteran adults, 18; *service personnel* and *veterans*, no age requirement.
   b) *Admission to take tests:* 18 for nonveterans; no age requirement for veterans.
3. *Residence:* Bona fide resident of Louisiana.
4. *Previous high school enrollment:*
   a) No previous high school enrollment is required for the "State High School Equivalency Diploma."
   b) At least 8 units of credit earned through regular attendance in a state-approved high school are required for the issuance of the "State of Louisiana High School Diploma" to service personnel and veterans.
5. *Method of applying:*
   a) Apply by letter to local high school.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Fees vary from no charge to $10.00.
   b) Issuance of certificate: No charge.
7. *Additional requirements.* Veterans must have served honorably in the armed services at any time after September 16, 1940.
8. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. Private state-approved high schools are authorized to issue their own diplomas[3] and equivalency diplomas after certificates of high school credits of their students are approved by the State Department of Education.

II. Policy for granting credit for service educational experiences:

A. Recommends[2] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[3, 4]
2. United States Armed Forces Institute subject examinations.[3, 4]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.[2]
4. Marine Corps Institute courses.[3, 4]

* English editions; department is studying need for use of Spanish editions.
[1] GED tests are administered to nonveteran adult residents who meet adult education requirements.
[2] Final decision by individual high school.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.
[4] Applicant must have served honorably in the armed services after September 16, 1940.

5. Coast Guard Institute courses.[3, 4]
6. Basic or recruit training:[4] Maximum of two units.
7. Service school training:[3, 4] Maximum of two units.

The State Administrator of the GED Testing Program in Louisiana is:
Lloyd C. Smith, Acting Director, Secondary Education,
State Department of Education, P.O. Box 44064, Capitol Station,
Baton Rouge 70804

[3] Credit as recommended by the Commission on Accreditation, American Council on Education.
[4] Applicant must have served honorably in the armed services after September 16, 1940.

MAINE

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of Equivalency of High School Graduation" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 20, with following exceptions:
      (1) A member or former member of the U.S. Armed Forces is eligible provided his high school class has been graduated.
      (2) A civilian applicant age 18 is eligible provided he has been out of school for at least one year and since leaving school he has satisfactorily completed a substantial training program of an organized nature which included at least 45 hours of instruction in academic subjects. Acceptable types of training are courses conducted by the Manpower Development and Training Program, the Job Corps, Neighborhood Youth Corps, and other similar training programs, also adult education courses of at least a semester's duration, business courses, and approved summer school programs at the high school level.

      When applying under this special exception, each applicant shall send a description (preferably one prepared by the instructor) of the organized training program he has completed since leaving school, being sure it includes the number of weeks and hours per week the course was pursued, and also a statement of satisfactory completion signed by the instructor. Eligibility of each applicant under this exception shall be decided individually by the Commissioner of Education.
   b) *Admission to take tests:* 20, with following exceptions:
      (1) For military recruitment purposes, tests may be taken at age 17–19 on written request of recruiting officer who states by letter that applicant meets all of the military requirements for induction except for achieving satisfactory scores on the GED tests. For 17-year-old applicant, the recruiting officer should also submit a copy of a letter from applicant's parent or guardian granting permission for him to enter the Armed Forces. In case an applicant age 17–19 has dropped out of school during the current school year, the recruiting officer should submit a letter from applicant's former high school principal or guidance director stating that applicant has left school and giving date of leaving. Test results will be issued at time of testing but the Equivalency Certificate will not be granted until age 20.
      (2) To establish 10th-grade level of equivalency for use of the Barber and Hairdressers Boards, or similar agency which requires 10th-grade proficiency, tests may be taken at age 18 provided applicant's high school class has been graduated or he has been out of school for at least one year. No certificate is issued for 10th-grade level equivalency but test results will be issued. Should test scores meet

* English editions; department is studying need for use of Spanish editions.

the 12th-grade level, an Equivalency Certificate will not be granted until age 20.

(3) A candidate for admission to an institution of higher education may take the tests before age 20 provided an official of the institution states by letter that applicant is a bona fide candidate for admission and that his GED test scores are necessary for admission. Transcript of test scores will be issued, but certificate will not be granted until age 20.

3. *Residence:* Bona fide resident of Maine, or have resided in Maine or been stationed at a military base in Maine for six months immediately prior to application. A Maine resident who is temporarily out of state for educational or occupational reasons may apply for the Maine Equivalency Certificate.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Address application to State Department of Education on special form 12-SS, furnished on request.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: (1) Service personnel and veterans, no charge; (2) Nonveteran adults, $5.00; (3) Economically disadvantaged adults, no charge.
   b) Issuance of certificate: No charge.
7. *Additional requirements:* Veterans must have been honorably discharged or transferred to reserves after honorable service.
8. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit[2] toward a diploma for:
1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[3]
6. Basic or recruit training: Two units, provided the applicant was in military service a minimum of one year.
7. Service school training.[3]

The State Administrator of the GED Testing Program in Maine is:
John Moran, State Director of Adult Education,
State Department of Education, Education Bldg., Augusta 04330

[1] Provided induction date was prior to July 1, 1946.
[2] Only on specific authorization of the Commissioner of Education.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

MARYLAND

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Maryland High School Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each test ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 17. If under age 19, applicant must have been withdrawn from a regular full-time public or private school program for at least six months.
   b) *Admission to take tests:* Same as above. In exceptional cases, permission to take the tests may be granted by the State Administrator of the GED Testing Program. In no case is the diploma issued until all requirements have been met.
3. *Residence:* Bona fide resident of Maryland for at least one year. Residence on a federal reservation within the State of Maryland may be counted as meeting this requirement.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Service personnel and veterans who have taken the tests request USAFI to forward an official report of test results to State Department of Education. If scores meet Maryland standards, applicant will be requested to complete and return an application to determine whether other conditions are met. The form is not available prior to receipt of the official test report.
   b) Nonveteran adults and veterans who have not taken the tests or who need reexamination submit application to determine that prescribed conditions are met.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: No charge.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
3. Marine Corps Institute courses.[2]
4. Coast Guard Institute courses.[2]

* English and Spanish editions.

[1] Final decision by individual high school. Applicant must return to the school and satisfy regular requirements for graduation.

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

B. Does not recommend that high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute subject examinations.
   2. Basic or recruit training.
   3. Service school training.

The State Administrator of the GED Testing Program in Maryland is:
John P. Fields, Supervisor in Accreditation,
State Department of Education, State Office Bldg., Rm. 1006,
301 W. Preston St., Baltimore 21201

MASSACHUSETTS

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues the "Massachusetts State High School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 20. However, this requirement is waived for a resident of Massachusetts who is at least 19 years of age and the class of which he or she was originally a member has graduated from high school. Applicants under age 20 must contact the last school attended and obtain official certification of the date of discontinuance of full-time attendance. This certification must be sent to the Massachusetts State Department of Education in order for an applicant under 20 to be eligible for a "Massachusetts State High School Equivalency Certificate."
   b) *Admission to take tests:* The following persons who are otherwise qualified may, upon application and payment of fee, be admitted to the equivalency examination:
      (1) Military personnel assigned to duty in the Commonwealth of Massachusetts or members of their families residing with them, and
      (2) Job Corps trainees or participants in similar programs assigned to Centers located in the Commonwealth of Massachusetts. Such persons will not be issued the "Massachusetts State High School Equivalency Certificate" but a transcript of their GED scores may be sent, upon request, to an educational institution, employment officer, or to other appropriate agencies.
      (3) Upon the request of an employer, a college registrar, or a recruiting official of the U.S. Armed Forces, an adult may take the tests before reaching age 20 years, but will not be issued the "Massachusetts State High School Equivalency Certificate" until he or she has reached age 19 and is otherwise eligible and has requested the certificate.
3. *Residence:* Resident of the Commonwealth of Massachusetts for at least six months immediately preceding the date of application. A resident serving in the U.S. Armed Forces must furnish evidence that he or she was a resident of Massachusetts prior to enlistment or induction.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on a special form from the Massachusetts State Department of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00 per battery; $1.00 per test taken.
   b) Issuance of certificate: $5.00 application and processing fee includes issuance of certificate.

* English editions; department is studying need for use of Spanish editions.

7. *Testing at state institutions:* By authorization of the Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:
1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[3]
6. Basic or recruit training: One unit in physical education.
7. Service school training.[3]

The State Administrator of the GED Testing Program in Massachusetts is:
Harold F. McNulty, Director, Bureau of Adult Education and Extended Services, State Department of Education, 182 Tremont St., Boston 02111

[1] Final decision by individual high school.
[2] Also accepted for credit toward the state high school equivalency certificate.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

MICHIGAN

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "State High School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate*: 18, and class of which applicant would have been a member must have graduated.
   b) *Admission to take tests:* Applicants for induction into the U.S. Armed Forces who are age 17 may be admitted to testing, provided a written request is made by the recruiting office of any branch of the Armed Forces stating that the applicant has met all military requirements for induction except for GED test scores, and provided request is accompanied by a letter or written statement signed by the local school official stating that the individual has left school and that it would probably be in the best interest of the young person to be admitted to testing and, also, a letter of permission for induction from the applicant's parent or guardian is furnished.
3. *Residence:* No specific length of residence is required.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply for certificate on a special form available from the Michigan State Department of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools are authorized to issue high school diplomas[1] or certificates on the basis of GED tests to adult residents provided applicant meets the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:* None, but no diploma or certificate will be granted ahead of the time applicant would have received it had he remained in school.
3. *Residence:* Must be a former student or present legal resident of the school district from which the diploma or certificate of equivalency is sought, except that a resident in a non-high-school district may apply to the high school serving that particular district.
4. *Previous high school enrollment:* The local high school may require a year or more of previous high school enrollment in addition to attaining the minimum test scores on the GED tests.

* English and Spanish editions.

[1] Final decision by individual high school.

5. *Method of applying:*
   a) Apply by letter to the local high school.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: Varies.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute courses.[2]
   2. United States Armed Forces Institute subject examinations.[2]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[2]
   5. Coast Guard Institute courses.[2]
   6. Basic or recruit training: Final decision is up to the local high schools as to accepting basic or recruit training in lieu of required courses in health and physical education.
   7. Service school training.[2]

The State Administrator of the GED Testing program in Michigan is:
Joseph T. Hudson, Coordinator of Adult Education and Community Service Programs,
State Department of Education, Lansing 48902

[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

MINNESOTA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Board of Education through the State Department of Education issues a "Secondary School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19. Under certain circumstances, the minimum age requirement may be waived on the basis of supportive evidence of special need provided by a recognized rehabilitative agency. A special form is provided for this purpose.
   b) *Admission to take tests:* 17- and 18-year-old applicants for induction in the U.S. Armed Forces may be administered the tests upon request of the recruiting officer, accompanied by a letter from the candidate's parent or guardian granting him permission to enter the Armed Forces, and a letter from the principal of the school last attended stating that the candidate has dropped out of school.
3. *Residence:* Must be a resident of Minnesota.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on special form available at Minnesota Official GED Centers, most secondary schools, and the State Department of Education. The completed application is presented to the Official GED Center.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
   c) Service personnel and veterans who have taken the tests in the service request a special application form from the State Department of Education and have this returned with an official report of their test results to the State Department of Education.
6. *Fee:*
   a) Testing at Official GED Centers: Determined by each Center.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. Marine Corps Institute courses.[2]
4. Coast Guard Institute courses.[2]

* English and Spanish editions.

[1] Final decision by individual high school. If diploma is desired, applicant should first consult local high school to determine if credit toward a diploma will be granted and to determine the courses required for graduation.

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

5. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
6. Service school training.[2]

B. Does not recommend that high schools grant credit toward diploma for basic or recruit training.

The State Administrator of the GED Testing Program in Minnesota is:
E. C. Lee, Director, Secondary Education,
State Department of Education, Capitol Square Bldg., Rm. 682, St. Paul 55101

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

MISSISSIPPI

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of High School Equivalence" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 20.
   b) *Admission to take tests:* 18 with prior approval for testing granted by the State Administrator of the GED Testing Program.
3. *Residence:* Bona fide resident of Mississippi.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on special form obtainable upon request to State Department of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
3. Marine Corps Institute courses.[2]
4. Coast Guard Institute courses.[2]
5. Basic or recruit training: Maximum of two units if induction was prior to April 1, 1946. After that date, accepted in lieu of required courses in health and physical education.
6. Service school training.[2]

B. Does not recommend that high schools grant credit toward a diploma for United States Armed Forces Institute subject examinations.

The State Administrator of the GED Testing Program in Mississippi is:
John C. Williams, Jr., Supervisor, Adult Education, Division of Instruction, State Department of Education, P.O. Box 771, Jackson 39205

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

MISSOURI

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of High School Equivalence" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each test and an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and applicant must have been out of school for six months following end of last school year he attended.
   b) *Admission to take tests:* Same as above.
3. *Residence:* Resident of Missouri. A member of the Armed Forces or veteran is a resident of Missouri if he was a resident at the time of entering the service and has not established residence in another state after separation from the Armed Forces. A service record of the induction or enlistment from Missouri or a statement attested to by the education officer is sufficient.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on special form obtainable upon request to State Department of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $6.00, including issuance of certificate.
   b) Issuance of certificate: $6.00 when tests were taken at an Official GED Center in another state or country; $3.00 when tests were taken through USAFI.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:

1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[3]
6. Service school training.[3]

B. Does not recommend that high schools grant credit toward a diploma for basic or recruit training.

The State Administrator of the GED Testing Program in Missouri is:
Elvin Long, Director, Adult Education,
State Department of Education, Box 480, Jefferson Bldg., Jefferson City 65101

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[2] Applicant must meet the local school's regular requirements for graduation, including the legal requirements relative to the state constitution, federal Constitution, and American history, including American institutions.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

MONTANA

Office of the State Superintendent of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. State Superintendent of Public Instruction issues a "High School Equivalency Certificate" under authorization of the State Board of Education to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18.
   b) *Admission to take tests:* A person age 17 is eligible provided he has been out of a formal high school classroom situation for a period of one year before making application or the high school class of which he was a member has been graduated. In addition, one of the following conditions is required:
      (1) A written request is made by an employer for an applicant who must establish high school equivalency for job opportunities.
      (2) A written request is made by a college or university official who will consider accepting the applicant on the basis of GED test scores.
      (3) A written request is made by a recruiting official for a person who wishes to enter a branch of the Armed Forces for which high school equivalency is a prerequisite.
      (4) Applicant has completed a program of instruction provided by such agencies as the Job Corps, Postal Service Academy, or other similar training program, and a certificate of completion is presented by the director of the program to an Official GED Center.
3. *Residence:* Legal resident of Montana, or employed regularly in the state, or assigned by military authority to a station in Montana for a period of 30 days prior to examination.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Applicants for testing apply at nearest Official GED Center. *Veterans* or *service personnel* who have taken the GED tests while in service complete an application form and present it to the Office of the Superintendent of Public Instruction.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $4.00. For retest, $1.00 per test or a total of $4.00 for all five tests.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the Office of the State Superintendent of Public Instruction administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

* English and Spanish editions.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:

1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[3]
5. Coast Guard Institute courses.[3]
6. Basic or recruit training in lieu of required courses in health and physical education.
7. Service school training.[3]

The State Administrator of the GED Testing Program in Montana is:
C. Brent Poulton, Supervisor, Adult Basic Education,
Office of the State Superintendent of Public Instruction,
Montana State Capitol Bldg., Helena 59601

[1] Final decision by individual high school.
[2] Correspondence relative to the granting of credit toward the regular high school diploma should be addressed to principal of last high school attended.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

NEBRASKA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of High School Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and class of which applicant was a member at the time of withdrawal from school has been graduated for one year.
   b) *Admission to take tests:* An applicant age 17 who has been out of a formal high school classroom situation for a period of one year before making application or whose high school class has been graduated may take the tests under the following conditions:
      (1) At the written request of an employer for an applicant who must establish high school equivalency for job opportunities.
      (2) At the written request of a college or university official who will consider accepting applicant on the basis of GED test scores.
      (3) At the written request of a recruiting official for a person who wishes to enter a branch of the Armed Forces for which high school equivalency is a prerequisite.
      (4) Applicant has completed a program of instruction provided by such agencies as the Job Corps, Postal Service Academy, or other similar training programs, and a certificate of completion is presented by the director of the program to an Official GED Center.
3. *Residence:* Resident of Nebraska for at least 30 days immediately preceding application, or final period of high school attendance during which credit was earned toward graduation must have been in a Nebraska high school.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Initial Application Form DE-1 is furnished by the State Administrator upon request by applicants. The DE-1 form is used to determine potential eligibility prior to authorizing the applicant to take the GED tests.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers; $5.00–$15.00.
   b) Issuance of certificate: $5.00; $3.00 for persons released from institutions under direction and control of the Department of Institutions.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Accepted without credit in lieu of required courses in health and physical education.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Nebraska is:
D. C. Hayek, Administrator, High School Equivalency, Division of Instruction, State Department of Education, 233 South 10th St., Lincoln 68508

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

NEVADA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of Educational Competence" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, or applicant's high school class has graduated.
   b) *Admission to take tests:* Under special circumstances, persons under age 18 who are unable to complete their high school education in a formal course of study, but who must present evidence of educational competence in order to qualify for employment or training, may be tested upon presentation of an affidavit, properly signed by the designated official of the school district of residence and any other duly constituted authority who may recommend such action to the proper school officials.
3. *Residence:* Resident of Nevada.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on special form obtainable from adult divisions of public schools, community colleges, school district administration offices, or State Department of Education. Application is submitted to the State Department of Education, Vocational-Technical and Adult Education Branch.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. Local school districts are authorized to grant diplomas[1] to adult residents provided applicants meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:* 18.
3. *Residence:* Resident of Nevada.
4. *Previous high school enrollment:* Must have eight units, including credits in American history and civics as required for high school graduation in Nevada. Credits may have been earned through high school attendance or correspondence work conducted by the high school from which the diploma of graduation is sought, or through a correspondence course approved by such high school, or in an equivalent course such as offered by the United States Armed Forces Institute.
5. *Method of applying:* Apply by letter to the local high school.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00.
   b) Issuance of high school diploma: Discretionary by school district issuing diplomas.

* English and Spanish editions.

[1] Final decision by local school district.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Accepted in lieu of required courses in health and physical education.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Nevada is:
Robert L. Lloyd, Associate Superintendent, Division of Operations,
State Department of Education, Carson City 89701

[1] Final decision by local school district.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

NEW HAMPSHIRE

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of High School Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, or class of which applicant was last a member must have been graduated.
   b) *Admission to take tests:* If under 18:
      (1) At the written request of an employer for an applicant who must establish high school equivalency for job opportunities.
      (2) At the written request of a college or university official who will consider accepting applicant on the basis of GED test scores.
      (3) At the written request of a recruiting official for a person who wishes to enter a branch of the Armed Forces for which high school equivalency is a prerequisite.
      (4) At the written request of an applicant together with substantiation from the principal or guidance director of school last attended.
3. *Residence:* Applicant must be physically residing within the state.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Service personnel on active duty complete military application form DD Form 295, sign the affidavit in the presence of the commanding officer or Information and Education Officer, and have the application forwarded by certifying officer to State Department of Education. Upon receipt of application, State Department of Education will obtain an official copy of applicant's test results from United States Armed Forces Institute.
   b) Veterans and nonveteran adults who have taken the tests while in service or at out-of-state Official GED Centers apply on Form B-22, provided by State Department of Education.
   c) Others apply for testing at Official GED Centers in New Hampshire on Form B-21, obtainable from any accredited high school in New Hampshire, any Official GED Center, or State Department of Education.
   d) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $8.00, including issuance of certificate.
   b) Issuance of certificate: $2.00 when tests are taken in service or at Official GED Centers outside New Hampshire.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

* English editions; department is studying need for use of Spanish editions.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:
   1. United States Armed Forces Institute courses.[3]
   2. United States Armed Forces Institute subject examinations.[3]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[3]
   5. Coast Guard Institute courses.[3]
   6. Service school training.[3]

B. Does not recommend that high schools grant credit toward a diploma for basic or recruit training.

The State Administrator of the GED Testing Program in New Hampshire is:
Frank W. Brown, Chief, Division of Instruction,
State Department of Education, State House Annex, Concord 03301

[1] Final decision by individual school board.
[2] Provided the applicant returns to high school.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

NEW JERSEY

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "High School Equivalent Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and applicant must have been out of school for one year. Exceptions to rule may be made for applicants age 16 or older. Requests for exceptions must be approved by a parent and one of the following: a guidance counselor, high school principal, superintendent of schools, probation or parole officer, state rehabilitation counselor, or a judge. Statement should indicate why the individual should be tested before meeting age and out-of-school-for-a-year requirements.
   b) *Admission to take tests:* Same as above.
3. *Residence:* Resident of New Jersey.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on special form obtained from local high school or from the Office of High School Equivalency, P.O. Box 2019, 107 West State St., Trenton, N.J. 08625.
   b) Test scores are accepted as official only when reported directly by Official GED Centers, the United States Armed Forces Institute, directors of Veterans Administration hospitals, and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00.
   b) Issuance of certificate: $5.00.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Two units may be counted in lieu of regular courses in health and physical education, but also as a substitute for other courses.
7. Service school training.[2]

The State Administrator of the GED Testing Program in New Jersey is:
Catherine Havrilesky, Director, High School Equivalency,
State Department of Education, P.O. Box 2019, 107 West State St.,
Trenton 08625

* English and Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

NEW MEXICO

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "New Mexico High School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests *or* an average standard score of 50 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and high school class of which applicant was a member must have graduated.
   b) *Admission to take tests:* In special cases, applicants age 16 and 17 may be admitted provided (1) they are enrollees in programs such as the Job Corps, Postal Service Academy, high school equivalency programs, or other similar instructional programs; or (2) they are residents of the New Mexico Girls' Welfare Home or the New Mexico Boys' School, or under the supervision of the New Mexico Department of Vocational Rehabilitation; or (3) they have special needs or there are special circumstances, and provided they receive written approval from a school official in their school district.
3. *Residence:* Resident of New Mexico.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply at an Official GED Center.
   b) Application must include birth date of applicant and verification of residence.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:

1. United States Armed Forces Institute courses.[3]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[3]

* English and Spanish editions.

[1] Final decision by individual high school.

[2] Credits for courses from the United States Armed Forces Institute will be accepted toward the regular high school diploma in elective subjects only, but these USAFI courses may not replace any of the seven prescribed units.

[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

5. Coast Guard Institute courses.[3]
6. Basic or recruit training: A maximum of two units[4] granted only when applicant's high school education has been interrupted because of the mobilization of an organized unit of which he is a member.
7. Service school training.[3]

The State Administrator of the GED Testing program in New Mexico is:
Thomas M. Trujillo, Director, Adult Basic Education,
State Department of Education, Education Bldg., Santa Fe 87501

[3] Credit as recommended by the Commission on Accreditation, American Council on Education.
[4] These units of credit may be used to replace any of the elective units, but may not be used to replace any of the seven units prescribed by the State Board of Education.

NEW YORK

State Education Department

I. Policy for issuance of high school certificates based on GED test results:*

A. State Education Department issues a "New York State High School Equivalency Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* Every applicant must be at least age 19 on date of the examination, with the following exceptions. An applicant between ages 17 and 19 is also eligible to be tested *and* to receive a diploma if:
      (1) His last attendance as a regularly enrolled student in a full-time school program of instruction was at least one year before the date of his examination, or his high school class has graduated; or
      (2) He is a resident of a narcotic addiction control center, an inmate of a correctional institution, or a patient in a hospital in New York State. The head of the institution must certify that the diploma constitutes an essential element of the rehabilitation program.
   b) *Admission to take tests:* An applicant who does not meet the eligibility requirements for a diploma as stated above may be admitted to the examination if he is:
      (1) A candidate for admission to an institution of postsecondary education for which high school graduation is a normal prerequisite. Application must be accompanied by a letter from the educational institution stating that the applicant is a bona fide candidate for admission to the institution and that his test scores are necessary for admission; or
      (2) A candidate who needs test scores for enlistment in the Armed Forces. Application must be accompanied by an official request from a recruiting office for test scores.

   A transcript of scores of a person admitted to the examination under item 2-*b* will be sent to the agency or institution requesting it, but a diploma will not be issued until such time as the person becomes qualified under item 2-*a*. Applicant must apply for diploma when he becomes eligible to receive it (it is not sent unless requested).
3. *Residence:* Permanent or temporary New York State residency for at least one month.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Persons who have already obtained satisfactory scores on the tests while in the armed services or at a recognized out-of-state Official GED Center apply to State Education Department on special forms, available on request.
   b) Persons who have not achieved satisfactory scores on the GED tests apply through any school principal on the special form obtainable from local high schools, chief examiners of Official GED Centers, or State Education Department.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.

* English and Spanish editions.

6. *Fee:* All fees eliminated for testing and issuance of certificate, effective April 1, 1970.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Education Department administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Maximum of two free elective units, and may be accepted in lieu of required courses in health and physical education.
7. Service school training.[2]

The State Administrator of the GED Testing Program in New York is:
John P. McGuire, Chief, Bureau of Higher and Professional Educational Testing, State Education Department, Albany 12224

[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

NORTH CAROLINA

State Board of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Board of Education issues a "Certificate of High School Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 or above on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* Individuals 16–18 years of age who are not enrolled in a public high school may be considered to have special needs and be admitted to testing provided the application for admission is endorsed by a local superintendent of schools (or his authorized representative), or a letter of release is obtained from the office of the local superintendent.
3. *Residence:* Current resident of North Carolina. *Service personnel* assigned to a military base in North Carolina meet residence requirements. Tests are administered by Official GED Centers to nonresidents provided the application is endorsed by school official of nonresident's home state.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Civilians apply on a special form supplied by the State Board of Education, Raleigh; application blanks are available in the offices of all local superintendents of schools and at all community colleges and technical institutes. North Carolina *service personnel* apply on DD Form 295, "Request for Evaluation of Educational Experiences During Military Service," which, when properly completed and endorsed, is routed to the United States Armed Forces Institute for transmission of GED test scores to the State Administrator of the GED Testing Program.
   b) Application must be endorsed and approved by a city/county superintendent of schools (or his authorized representative), by a president of a community college or technical institute (or his authorized representative), by the military education officer, or by the manager of a Veterans Administration hospital having an authorized educational therapy program.
   c) Application must include date of birth, residency of applicant, and verification of these items.
   d) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:*
   a) By authorization of Commission on Accreditation, the North Carolina State Board of Education administers the GED tests to individuals confined in state correctional and health institutions.

* English and Spanish editions.

b) Blind and visually handicapped adults are tested at the State Commission for the Blind, Glenwood Avenue, Raleigh, by special arrangement with the State Board of Education.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Accepted in lieu of required courses in health and physical education.
7. Service school training.[2]

The State Administrator of the GED Testing Program in North Carolina is:
G. Glenn Brookshire, State GED Administrator,
State Board of Education, Raleigh 27602

[1] Final decision in accordance with local board of education policy. Applicant for credit should write to principal of the school last attended for further information and advice.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

NORTH DAKOTA

State Department of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Public Instruction issues a "State High School General Achievement Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests *or* an average standard score of 50 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* For recruitment purposes, tests may be taken prior to age 19 with permission of State Department of Public Instruction.
3. *Residence:* Bona fide resident of North Dakota.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Address application to State Department of Public Instruction on a special form furnished upon request.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00–$12.50.
   b) Issuance of certificate: No charge.
7. *Additional requirements:*
   a) Must be recommended for "State High School General Achievement Certificate" by superintendent or principal of last civilian school attended.
   b) If a veteran, must have honorable discharge.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. High schools[1] may grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Service school training.[2]

B. Does not recommend that high schools grant credit toward a diploma for basic or recruit training.

The State Administrator of the GED Testing Program in North Dakota is:
R. W. Bangs, Administrative Assistant,
State Department of Public Instruction, State Capitol, Bismarck 58501

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

OHIO

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Statement of High School Equivalence" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests ***and*** an average standard score of 48 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* 17, and applicant must have been out of a formal high school classroom situation for a period of one year before making application or high school class of which he was a member has been graduated, and upon receipt of a written request from (1) an employer who will accept GED test scores as meeting high school graduation requirements, or (2) a college or university official who will consider accepting the applicant on the basis of GED test scores, or (3) a recruiting official for an applicant who wishes to enter a branch of the Armed Forces for which high school graduation is a prerequisite.
3. *Residence:* Resident of Ohio.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Application forms obtainable by writing to Equivalence Office, Ohio Testing Services, 751 Northwest Blvd., Columbus 43212. Completed application form must be submitted before State Department of Education will authorize testing (or evaluate test results if the tests have been taken previously either during military service or at an Official GED Center).
   b) A service fee of $5.00 must accompany each completed application and is not refunded even though the test battery may be failed and no Statement of High School Equivalence can be issued. This fee must be paid again when applying to retake the total battery or any portion thereof. No fee for patients or inmates of state institutions and Veterans Administration hospitals.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools are authorized to issue diplomas[1] on the basis of the GED tests to *service personnel* and *veterans* (other adult residents are not eligible) provided applicant meets the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests ***and*** an average standard score of 48 on all five tests.
2. *Minimum age:* 19.

* English editions, department is studying need for use of Spanish editions.

[1] Final decision by school board policy.

3. *Residence:* Resident of Ohio or former resident who attended school in Ohio.
4. *Previous high school enrollment:* Must have completed at least four units of high school and, in addition, must have one unit of credit in American history and government. The American history and government requirement is met if the serviceman or veteran has earned one credit in American history or one-half credit in American history and one-half credit in American government. At least two units must have been earned in the high school granting the diploma. In no instance shall a diploma be granted before the class of which the applicant was a member has been graduated.
5. *Method of applying:*
   a) Apply by letter to local high school.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of diploma: Varies.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma (not to exceed eight units) for:
   1. United States Armed Forces Institute courses.[2]
   2. United States Armed Forces Institute subject examinations.[2]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[2]
   5. Coast Guard Institute courses.[2]
   6. Service school training.[2]

The State Administrator of the GED Testing Program in Ohio is:
Paul E. Kohli, Consultant, Adult Guidance and GED Testing,
State Department of Education, 751 Northwest Blvd., Columbus 43213

[1] Final decision by school board policy.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

OKLAHOMA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of High School Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* 19.
3. *Residence:* Bona fide resident of Oklahoma.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply to Section of Adult Education, the State Department of Education, on forms furnished for that purpose.
   b) GED tests taken prior to September 1, 1965, are not acceptable.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Service school training.[2]

The State Administrator of the GED Testing Program in Oklahoma is:
C. E. Olvey, Administrator of Adult Education,
State Department of Education, State Capitol Bldg., Oklahoma City 73105

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

OREGON

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "Certificate of Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and high school class of which applicant would have been a member has been graduated.
   b) *Admission to take tests:* Persons under 18 must receive a waiver from the State Administrator of the GED Testing Program before being admitted to take the tests. Permission is granted on an individual basis in cases of hardship.
3. *Residence:* Applicant must be physically residing within Oregon.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) GED test scores must be sent to State Department of Education, upon receipt of which an application blank will be forwarded. However, test scores should not be submitted until all of the above requirements are fully met.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: $3.00.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. The State Department of Education *makes no recommendations* with regard to items listed under this heading. However, in the event that local high schools wish to grant credit[1] toward a diploma, the following may be accepted:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Two units only when applicant's high school education has been interrupted because of the mobilization of an organized unit of which he is a member.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Oregon is:
Gerard I. Berger, Coordinator of GED Testing, Division of Student Services, Oregon Board of Education, 942 Lancaster Dr., N.E., Salem 97310

* English and Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

PENNSYLVANIA

Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. Department of Education issues a "Commonwealth Secondary School Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, if not enrolled in high school. If under age 18, high school class in which last enrolled must have graduated. (Documentary evidence must be attached to application.)
   b) *Admission to take tests:* Same as above.
3. *Residence:* Must have resided in Pennsylvania for at least three months immediately prior to making application to take the tests. *Service personnel* must have resided in Pennsylvania for at least three months immediately prior to entry into military service.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Persons who have completed the GED tests: Official report of results is sent to Commonwealth Secondary School Diploma Program, Bureau of Pupil Personnel Services, Department of Education; *service personnel* submit DD Form 295, "Application for the Evaluation of Educational Experiences During Military Service."
   b) Applicants for GED testing: Obtain application Form PIBE-190 from Official GED Centers (locations obtainable from any secondary school).
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies from $5.00 to $15.00.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may, at their option, issue diplomas on the basis of the GED tests under the same regulations as the Department of Education issues the "Commonwealth Secondary School Diploma."

II. Policy for granting credit for service educational experiences:

A. Recommends that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[1]
2. United States Armed Forces Institute subject examinations.[1]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[1]
5. Coast Guard Institute courses.[1]

* English and Spanish editions.

[1] Credit as recommended by the Commission on Accreditation, American Council on Education, is accepted by the Department of Education, and local high schools are authorized to accept credits at the same value.

6. Basic or recruit training: Maximum of two units if induction was before December 31, 1946. After that date, accepted in lieu of required courses in health and physical education.
7. Service school training.[1]

The State Administrator of the GED Testing Program in Pennsylvania is:
Arthur L. Glenn, Director, Bureau of Pupil Personnel Services,
Department of Education, Box 911, Harrisburg 17126

[1] Credit as recommended by the Commission on Accreditation, American Council on Education, is accepted by the Department of Education, and local high schools are authorized to accept credits at the same value.

PUERTO RICO

Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. Department of Education issues a "Certificate of Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* An average standard score of 50 on all five tests with no grade below 36 *or* a standard score on each of the five tests as follows: Test 1, 36; Test 2, 42; Test 3, 44; Test 4, 38; Test 5, 46.
2. *Minimum age:*
   a) *Issuance of certificate:* Nonveteran adults, 18, and applicant must have been out of school for at least one year. *Veterans and service personnel,* 17.
   b) *Admission to take tests:* Same as above.
3. *Residence:* Bona fide resident of Commonwealth of Puerto Rico.
4. *Previous high school enrollment:* Not required, but applicant must have completed ninth grade.
5. *Method of applying:*
   a) Apply by letter to the Department of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: No charge.
   b) Issuance of certificate: No charge.
7. *Additional requirements:* Service personnel and veterans must furnish official certification that they have served in the U.S. Armed Forces for at least a period of 12 months prior to the date the tests were administered.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Maximum of one and one-half elective units granted.
7. Service school training.[2]
8. Military occupational specialties: Maximum of four units.

III. The Department of Education also recommends that veterans inducted into the Armed Forces who have attended, for at least one school month, classes of the 8th grade or the 12th grade of the traditional school, the 9th grade of the junior high school, or the 12th grade of the senior high school, on honorable discharge from the armed services, be issued the corresponding diploma without further study or requirements. For the senior high school diploma, the veteran must possess credit in the required subjects. Otherwise, a "Certificate of Equivalency" will be issued.

* English and Spanish editions.

[1] Final decision by individual high school.

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

The Administrator of the GED Testing Program in Puerto Rico is:
Rafael A. Perez Mosquera, Director, Division of Secondary Education, Adult Education and Cultural Extension Area,
Department of Education, P.O. Box 1028, Hato Rey 00919

RHODE ISLAND

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "High School Equivalency Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each test ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19, and applicant must have been out of school at least six months. If under 19, applicant is eligible six months after high school class has been graduated.
   b) *Admission to take tests:* Applicants for induction into the Armed Forces who are 17 years of age or older and who do not meet the age requirement for the certificate, may be administered the GED tests at the request of a recruiting official.
3. *Residence:* Must have residence in Rhode Island or be stationed at a military installation in Rhode Island at time of application; or must have attended school in Rhode Island for at least six years below the twelfth grade.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply in person at State Department of Education, Division of Adult Education, or through the local community public adult education director.
   b) Military personnel and those residing out of state address inquiry and application to State Department of Education, Division of Adult Education, on form obtainable on request.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $2.00.
   b) Issuance of certificate: $1.00.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. State Department of Education has made no recommendations to high schools on the matter of issuing diplomas or certificates on the basis of the GED tests.

II. Policy for granting credit for service educational experiences:

A. The State Department of Education *has made no recommendations* with regard to the items listed under this heading. *Some local high schools, however, do grant credit for:*

1. United States Armed Forces Institute courses.[1]
2. United States Armed Forces Institute subject examinations.[1]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[1]

* English editions; department is studying need for use of Spanish editions.

[1] Credit as recommended by the Commission on Accreditation, American Council on Education.

5. Coast Guard Institute courses.[1]
6. Basic or recruit training.
7. Service school training.[1]

The State Administrator of the GED Testing Program in Rhode Island is:
Lawrence V. Troiano, Coordinator, Adult Education,
State Department of Education, B-11, Roger Williams Bldg., Hayes St.,
Providence 02908

[1] Credit as recommended by the Commission on Accreditation, American Council on Education.

SOUTH CAROLINA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "State High School Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* An average standard score of 45 on all tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19, except that in instances of hardship persons aged 17 and 18 are allowed to take the tests and become eligible for the certificate, *provided* their school principal so recommends. Persons under 17 are not permitted to take the tests.
   b) *Admission to take tests:* Same as above.
3. *Residence:* Legal resident of South Carolina; or must have resided in the state as a civilian over a continuous period of six months or more prior to the day of examining; or must be a former resident whose most recent school attendance was in the state; or if in military service must have resided in the state over a continuous period of six months prior to entering service; or if recently separated from service, must have resided in the state over continuous periods before and after service totaling six months or more.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply to State Department of Education. Upon receipt of Official GED test report by State Department of Education, an application form is sent to applicant.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $10.00.
   b) Issuance of certificate: $5.00.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2, 3]
2. United States Armed Forces Institute subject examinations.[2, 3, 4]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.[2, 4]
4. Marine Corps Institute courses.[2, 3]
5. Coast Guard Institute courses.[2, 3]
6. Basic or recruit training: Two units for service prior to July 1, 1948. After

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[3] Maximum of four units includes all credits for USAFI, MCI, and CGI courses.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.
[4] If taken prior to July 1, 1948, credit may be counted as part of the four units allowable for service education experiences.

that date, accepted in lieu of required courses in hygiene and physical education but no credit granted.

7. Service school training.[3,4]

The State Administrator of the GED Testing Program in South Carolina is:
Ernest B. Carnes, Chief Supervisor, Secondary Education,
State Department of Education, Rm. 808, Rutledge Bldg., Columbia 29201

[3] Credit as recommended by the Commission on Accreditation, American Council on Education.
[4] If taken prior to July 1, 1948, credit may be counted as part of the four units allowable for service education experiences.

SOUTH DAKOTA

State Department of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Public Instruction issues a "Certificate of Attainment" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19. However, an applicant under age 19 is eligible for certificate provided high school class of which he was a member has graduated (proof must be obtained in writing from the high school).
   b) *Admission to take tests:* Persons who do not meet the requirements for issuance of a high school equivalency certificate may be admitted to testing provided they have been out of a formal high school classroom situation for a period of one year or have a written recommendation from the high school principal or guidance counselor and meet one of the following conditions:
      (1) At the written request of an employer for an applicant who must establish high school equivalency for job opportunities.
      (2) At the written request of a college, university, or vocational-technical school official who will consider accepting applicant on the basis of the GED test scores.
      (3) At the written request of a recruiting official for a person who wishes to enter the armed services.
      (4) Upon the completion of a program of instruction provided by such agencies as the Job Corps, the Postal Service Academy, or apprentice training program. (The director of the program must certify in writing that the course has been completed.)
      (5) Special cases where the local school official believes that the best interests of the individual will be served by allowing him to take the test immediately.
3. *Residence:* Must be physically residing in South Dakota or have received formal elementary or secondary education in South Dakota, or in the case of military personnel, must have taken the GED tests while stationed in South Dakota. (Application must be made within two years from the time that the GED tests were administered.)
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Address application to State Department of Public Instruction.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $10.00.
   b) Issuance of certificate: Fee above covers issuance of certificate. If not tested at South Dakota Official GED Centers, $1.00 fee for certificate.
7. *Testing at state institutions:* By authorization of Commission on Accredita-

* English editions; department is studying need for use of Spanish editions.

tion, the State Department of Public Instruction administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma[2] for:
   1. United States Armed Forces Institute courses.[3]
   2. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   3. Marine Corps Institute courses.[3]
   4. Coast Guard Institute courses.[3]
   5. Basic or recruit training: No credit granted.
   6. Service school training.[3]

B. Does not recommend that high schools grant credit toward a diploma for United States Armed Forces Institute subject examinations.

The State Administrator of the GED Testing Program in South Dakota is:
F. R. Wanek, Director of Special Services,
State Department of Public Instruction, State Capitol Bldg., Pierre 57501

[1] Final decision by individual high school.
[2] A diploma may be granted only when the student has met the subject requirements of high school students in regular attendance, as outlined in the State Department of Public Instruction bulletin.
[3] Credit as recommended by the Commission on Accreditation, American Council on Education.

TENNESSEE

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues an "Equivalency High School Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* An average standard score of not less than 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* A person 17 or 18 years of age who does not meet the minimum age requirements for issuance of a high school equivalency diploma may be admitted to testing at an Official GED Center under one of the following provisions:
      (1) The person has been out of a formal high school classroom situation for a period of six months before making application or the high school class of which he was a member has been graduated, and under one of the following conditions:
         (*a*) At the written request of an employer for an applicant who must establish high school equivalency for job opportunities.
         (*b*) At the written request of a college or university official who will consider accepting applicant on the basis of GED test scores.
         (*c*) At the written request of a recruiting official for a person who wishes to enter a branch of the Armed Forces where high school equivalency is a prerequisite.
      (2) The applicant has been out of a formal high school classroom situation for a period of six months before making application or the high school class of which he was a member has been graduated, and has completed a program of instruction provided by such agencies as Job Corps, the Postal Service Academy, or apprenticeship training program, and certification to the completion of this training is presented to a chief examiner of an Official GED Center by the director of the program.
3. *Residence:* Bona fide resident of Tennessee or former resident whose last schooling was in Tennessee.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Make application to the principal of the high school last attended or the principal of the high school located in, or nearest to, the community in which applicant lives.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

* English and Spanish editions.

B. State Department of Education issues a regular diploma on the basis of the GED tests to *veterans of World War II*[1] and to *Korean veterans*[2] (other adult residents are not eligible) provided they meet the following requirements:
   1. *Minimum test scores:* Average standard score of not less than 45 on all five tests.
   2. *Minimum age:* None.
   3. *Residence:* Bona fide resident of Tennessee or former resident whose last schooling was in Tennessee.
   4. *Previous high school enrollment:*
      a) Must have earned four units of credit in residence.
      b) If a veteran of World War II makes an average standard score of 45 or above on the GED tests and does not have to his credit the required minimum of four residence units, he shall be classified as a senior. In order for him to qualify for the regular diploma, it will be necessary for him to enter the 12th grade of an approved school and earn a minimum of four units in that grade.
   5. *Method of applying:*
      a) Apply by letter to the principal of the high school last attended or to the principal of the high school which is located in, or nearest to, the community in which the applicant lives.
      b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
   6. *Fee:*
      a) Testing at Official GED Centers: Varies.
      b) Issuance of certificate: No charge

II. Policy for granting credit for service educational experiences:

A. Recommends[3] that high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute courses.[4]
   2. United States Armed Forces Institute subject examinations.[4]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[4]
   5. Coast Guard Institute courses.[4]

B. Does not recommend that high schools grant credit toward a diploma for basic or recruit training and service school training unless the veteran or serviceman entered the service prior to July 1, 1947.

The State Administrator of the GED Testing Program in Tennessee is:
Herman DePriest, Director, Program Development, Secondary Schools,
State Department of Education, 140 Cordell Hull Bldg., Nashville 37219

[1] Veterans of World War II shall have entered service prior to July 1, 1947.
[2] Veterans of Korean conflict who entered service as a part of a National Guard unit or Reserve unit.
[3] Final decision by individual high school.
[4] Credit as recommended by the Commission on Accreditation, American Council on Education.

TEXAS

Texas Education Agency

I. Policy for issuance of high school certificates based on GED test results:*

A. Texas Education Agency issues a "Certificate of High School Equivalency" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests *or* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 17, and applicant must have been out of school for one academic year preceding date of issuance of Certificate of High School Equivalency.
   b) *Admission to take tests:* Applicant shall have attained at least his 17th birthday prior to the date he takes the GED tests.
3. *Residence:* Resident of the state or a member of the Armed Forces stationed at a Texas base.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply for certificate to Texas Education Agency, Austin. No special application form is required.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the Texas Education Agency administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2, 3]
2. United States Armed Forces Institute subject examinations.[2, 3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2, 3]
5. Coast Guard Institute courses.[2, 3]
6. Basic or recruit training: Maximum of three units based on length of service if induction was prior to March 31, 1947.
7. Service school training:[2] If induction was prior to March 31, 1947.

The State Administrator of the GED Testing Program in Texas is:

L. Harlan Ford, Assistant Commissioner for Teacher Education and Instructional Services,
Texas Education Agency, 201 E. Eleventh Street, Austin 78701

* English and Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.
[3] Maximum of two units includes all credits for USAFI, MCI, and CGI courses and USAFI subject examinations.

TRUST TERRITORY OF THE PACIFIC ISLANDS

Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. The Headquarters Department of Education of the Trust Territory of the Pacific Islands issues a "High School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests.
2. *Minimum age:*
   a) Issuance of certificate: 18, and applicant must have been out of school for at least one year prior to date of application.
   b) *Admission to take tests:* 18.
3. *Residence:* Applicant shall have been in domicile in the Trust Territory of the Pacific Islands (Micronesia) for at least three months immediately preceding the date of application. The Trust Territory citizens who are serving in the U.S. Armed Forces are exempted from this residence requirement.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Service personnel, veterans, and nonveteran adults who have taken the tests have testing agency forward official report of their test results to Headquarters Department of Education. If scores meet Territory standards, applicant will be requested to complete and return an application to determine whether other conditions are met. Application form is not available prior to receipt of the official test report.
   b) Nonveteran adults and veterans who have not taken the tests or who need reexamination may have the tests administered two times a year—June and February.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00 for complete test battery payable at time application is filed, $1.00 for each single test; on retest, $2.00 for each test, payable to the local testing center at time of retesting.
   b) Issuance of certificate: $2.00.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. The Trust Territory Department of Education makes no recommendations to high schools with regard to the granting of credit toward a diploma for:

1. United States Armed Forces Institute courses.[1]
2. United States Armed Forces Institute subject examinations.[1]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from school offering the course.
4. Marine Corps Institute courses.[1]
5. Coast Guard Institute courses.[1]
6. Basic or recruit training.[1]
7. Service school training.[1]

* English editions; department is studying need for use of Spanish editions.

[1] Credit as recommended by the Commission on Accreditation, American Council on Education.

The Administrator of the GED Testing Program in the Trust Territory of the Pacific Islands is:

Augustine H. Moses, Supervisor, Secondary Education,
Office of the High Commissioner, Department of Education,
Trust Territory of the Pacific Islands, Saipan, Mariana Islands 96950

UTAH

State Board of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Board of Education issues a "Certificate of General Educational Development" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 40 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 18, and high school class of which applicant was a member must have graduated.
   b) *Admission to take tests:* Applicants 17 years of age or older who do not meet the minimum age requirement for issuance of the certificate may take the tests under one or more of the following conditions:
      (1) At the written request of an employer for an applicant who must establish his educational achievement level for job opportunities.
      (2) At the written request of a college official who will consider accepting applicant on the basis of GED test scores.
      (3) At the written request of a recruiting official for persons who wish to enter a branch of the Armed Forces where high school completion is a prerequisite.
      (4) Applicant has completed a program of instruction provided by such agencies as the Job Corps, Postal Service Academy, or apprenticeship training program, and certification to completion of this training is presented to the chief examiner of an Official GED Center by the director of the program.
3. *Residence:* Resident of Utah or employed regularly in the state or assigned by military authority to a station in Utah.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) For "Certificate of General Educational Development," make application to an Official GED Center, to an authorized local school district official, or directly to the State Board of Education.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00–$10.00.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the Utah State Board of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. Local school districts may grant credit on the basis of GED test results toward an adult high school diploma.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that adult high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute courses.[2]

* English and Spanish editions.
[1] Final decision by individual district adult education committee.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Service school training.[2]
7. Basic or recruit training up to a maximum of three units of credit.

The State Administrator of the GED Testing Program in Utah is:
Avard A. Rigby, Administrator, Division of Adult Education and Training,
Utah State Board of Education, 136 East South Temple St., Salt Lake City 84111

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

VERMONT

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "State Secondary School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 17.
   b) *Admission to take tests:* 16. Applicants for admission to testing are evaluated on an individual basis. The decision is based on pertinent conditions, i.e., needs of the applicant, recommendation of school authorities, recommendation of parents, reasons for not having completed high school, graduation date of his own class, and educational experience obtained after leaving school.
3. *Residence:* Must offer satisfactory evidence of residence in Vermont.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Apply on special form to the State Department of Education, available on request.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Service school training.[2]

B. Does not recommend that high schools grant credit toward a diploma for basic or recruit training.

The State Administrator of the GED Testing Program in Vermont is:
Robert Vail, Director, Division of Teacher and Continuing Education,
State Department of Education, Montpelier 05602

* English and Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

VIRGINIA

State Board of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Board of Education issues the "Commonwealth of Virginia General Educational Development Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* An applicant must be at least 20 years of age. Under circumstances considered by local school authorities to be justifiable, the age limit may be lowered; however, no applicant may be permitted to take the battery of tests prior to the time that he would have graduated from high school had he remained in school and made normal progress.
   b) *Admission to take tests:* Notwithstanding the foregoing requirements, applicants for induction into the Armed Forces who are age 17–20 may take the battery of tests provided the GED test administrator receives from the recruiting officer the following: (1) a letter requesting that the applicant be given the GED tests as a final requirement for military induction; (2) a copy of a letter from the applicant's parent or guardian granting him permission to enter the Armed Forces; and (3) a letter from the applicant's former high school principal stating that the applicant is no longer enrolled. An applicant for military induction will qualify for a GED certificate *only* when *all* of the state requirements have been met.
3. *Residence:* Either be a permanent resident or have resided in Virginia for six months prior to making application to take the tests.
4. *Previous high school enrollment:* Not required if age 20 or over. Applicants under age 20 shall have earned at least eight units of high school credit (exclusive of health and physical education).
5. *Method of applying:*
   a) Apply on special form obtainable from office of school division in which applicant resides. The local school official must certify to applicant's eligibility. Applicant will be advised of the location of the Official GED Center where he will take the tests.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $5.00 per battery; $1.00 per test for each retest.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Board of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. Local school divisions and high schools may not issue diplomas or certificates on the basis of GED test results.

* English editions; department is studying need for use of Spanish editions.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute courses.[2]
   2. United States Armed Forces Institute subject examinations.[2]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[2]
   5. Coast Guard Institute courses.[2]
   6. Service school training.[2]

B. Does not recommend that high schools grant credit toward a diploma for basic or recruit training.

NOTE: *Final decisions in all cases are made by the local school officials.*

The State Administrator of the GED Testing Program in Virginia is:
Gordon H. Fallesen, Supervisor of Adult Education,
State Board of Education, 1322–28 East Grace St., Richmond 23216

[1] Credit granted only if serviceman or veteran has earned eight units in high school prior to entering the armed services.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

WASHINGTON

Superintendent of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. Superintendent of Public Instruction issues a "Certificate of Educational Competence" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19, and at least six months after applicant's high school class has been graduated. Under exceptional circumstances, persons under age 19 who otherwise qualify but are unable to complete their high school education in a formal course of study, and who must present the Certificate, per se, in order to qualify for training or employment may be awarded the Certificate if application is accompanied by an affidavit properly signed by the agency concerned and an approval of the high school principal.
   b) *Admission to take tests:* 18, but must have written request from high school principal or superintendent of schools. Exceptions are made in certain cases with approval of the Superintendent of Public Instruction.
3. *Residence:* Bona fide resident of Washington.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) For Certificate of Educational Competence, apply to an Official GED Center or to a responsible school official.
   b) Military personnel on active duty who are bona fide residents of Washington make application to an Official GED Center in Washington or directly to the Superintendent of Public Instruction.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $7.50.
   b) Issuance of certificate: No additional charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, Superintendent of Public Instruction administers the GED tests to individuals confined in state correctional and health institutions.

B. School districts, community colleges, and Official GED Centers are not authorized to issue diplomas or certificates on the basis of GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[2]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]

* English editions; department is studying need for use of Spanish editions.
[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

6. Basic or recruit training: Up to two units with satisfactory evidence of completion of nine months of honorable service in the armed services.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Washington is:
Elmer E. Clausen, Director of Adult Education, Division of Curriculum and Instruction,
Superintendent of Public Instruction, P.O. Box 527, Olympia 98504

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

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WEST VIRGINIA

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "State High School Equivalent Diploma" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *or* an average standard score of 45 on all five tests. Non-high-school graduates (veterans and persons over the age of 19) wishing to qualify for admission to state colleges must achieve a standard score of 40 on each of the five tests *or* an average standard score of 50 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19, and applicant's class must have graduated from high school.
   b) *Admission to take tests:* Individuals age 17 or older who do not meet the minimum age requirement for issuance of a high school equivalency certificate and have been out of a formal high school classroom situation for a period of six months before making application, or whose high school class of which he was a member has been graduated, may be admitted to testing under one of the following conditions:
      (1) At the written request of an employer for an applicant who must establish high school equivalency for job opportunities.
      (2) At the written request of a college or university official who will consider accepting applicant on basis of GED test scores.
      (3) At the written request of a recruiting official for a person who wishes to enter a branch of the Armed Forces where high school equivalency is a prerequisite.
      (4) A student enrolled in such a program as OEO, New Careers, Job Corps, NYC, Postal Service Academy, or other federal programs, upon successful completion of the training certified in writing by the program administrator.
3. *Residence:* Must be physically residing within the state. Military personnel, employees of business or industry who have been moved physically into the state, persons confined in federal penitentiaries or hospitals, and persons taking part in educational or vocational programs and physically residing within the state have the privilege of being tested; if they meet other requirements, they are eligible for a certificate. However, if such an adult wishes to have his test results sent to his home state for the purpose of securing a certificate rather than applying for a certificate from West Virginia, he may have that privilege.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Mail applications to the State Administrator whose address appears below, and include the following information: date of birth, civilian school last attended, month and year last attended school, year class graduated, and home address. (Equivalent Diplomas are mailed to home addresses only.) An official copy of the applicant's GED test scores must be forwarded to the State Administrator by the Official GED Center.
   b) Test scores are accepted as official only when reported directly by Offi-

* English and Spanish editions.

cial GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.

6. *Fee:*
   a) Testing at Official GED Centers: Varies.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. High schools may not issue diplomas or certificates based on GED test results.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
   1. United States Armed Forces Institute courses.[2]
   2. United States Armed Forces Institute subject examinations.[2]
   3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
   4. Marine Corps Institute courses.[2]
   5. Coast Guard Institute courses.[2]
   6. Basic or recruit training: Maximum of one unit of credit in physical education.
   7. Service school training.[2]

The State Administrator of the GED Testing Program in West Virginia is:
Charles W. Southard, Assistant State Superintendent, Bureau of Instruction and Curriculum,
State Department of Education, Capitol Complex, 1900 Washington St., E., Bldg. 6, Rm. 318, Charleston 25305

[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

WISCONSIN

State Department of Public Instruction

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Public Instruction issues the "State of Wisconsin High School Equivalency Certificate" to adult residents who have not graduated from high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each test ***and*** an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19, and applicant's class must have graduated from high school.
   b) *Admission to take tests:* A person 17 years of age or older who does not meet the minimum age requirements for issuance of a high school equivalency certificate may be admitted to take the GED tests under one of the following provisions:
      (1) The person has been out of a formal high school classroom situation for a period of one year before making application or the high school class of which he was a member has been graduated, and under the following conditions:
         (*a*) At the written request of an employer for an applicant who must establish high school equivalency for job opportunities.
         (*b*) At the written request of an official of a college, university, or approved technical school that will consider accepting applicant on the basis of GED test scores.
         (*c*) At the written request of an Armed Forces recruiting official for persons who wish to enter a branch of the services where high school equivalency is a prerequisite.
         (*d*) Upon written evidence of satisfactory completion of a program of instruction provided by such agencies as the Job Corps, the Postal Service Academy, or an apprentice training program.
      (2) A person 17 years of age or older who does not meet the minimum age requirements for issuance of a high school equivalency certificate may be admitted to take the GED tests at an Official GED Center at the written request of a school district administrator or high school principal stating reasons for such action and why it is in the best interests of the person to be tested at that time.
3. *Residence:* Resident of the state at time of application.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Applicants must complete an official application form, which may be obtained from the Department of Public Instruction, local high schools, or Wisconsin Official GED Centers.
   b) The completed application form must be returned to the Department of Public Instruction with an official copy of test scores.
   c) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: Determined by Center.
   b) Issuance of certificate: No charge.

* English and Spanish editions.

B. High schools may issue high school diplomas or equivalency certificates to adult residents who have not completed high school on the basis of the GED test results (English and Spanish editions) under the above requirements.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:
1. United States Armed Forces Institute courses.[2]
2. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.
3. Marine Corps Institute courses.[2]
4. Coast Guard Institute courses.[2]
5. Service school training.[2]

B. Does not recommend that high schools grant credit toward a diploma for:
1. Basic or recruit training.
2. Part-time reserve training.

The State Administrator of the GED Testing Program in Wisconsin is:
Floyd E. Wiegan, Administrator, Instructional Services Division,
State Department of Public Instruction, Wisconsin Hall 126 Langdon St.,
Madison 53702

[1] Final decision by individual high school.
[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

WYOMING

State Department of Education

I. Policy for issuance of high school certificates based on GED test results:*

A. State Department of Education issues a "High School Equivalency Certificate" to adult residents who have not completed high school provided they meet the following requirements:

1. *Minimum test scores:* A standard score of 35 on each of the five tests *and* an average standard score of 45 on all five tests.
2. *Minimum age:*
   a) *Issuance of certificate:* 19.
   b) *Admission to take tests:* An applicant age 17 or older may be admitted to testing by an Official GED Center provided he has been out of a formal high school classroom situation for a period of one year before making application or the high school class of which he was a member has been graduated, and under one of the following conditions:
      (1) At the written request of an employer for an applicant who must establish high school equivalency for job opportunities.
      (2) At the written request of a college or university official who will consider accepting applicant on basis of GED test scores.
      (3) At the written request of a recruiting official for a person who wishes to enter a branch of the Armed Forces for which high school equivalency is a prerequisite.
3. *Residence:* Must be physically residing within the state. *Military personnel* physically residing in the state are also eligible.
4. *Previous high school enrollment:* Not required.
5. *Method of applying:*
   a) Applicant will secure and complete a form from Official GED Centers which shall be sent to the State Administrator of the GED Testing Program.
   b) Test scores are accepted as official only when reported directly by Official GED Centers; the United States Armed Forces Institute; directors of Veterans Administration hospitals; and in special cases by the GED Testing Service.
6. *Fee:*
   a) Testing at Official GED Centers: $10.00; $2.00 for each single test.
   b) Issuance of certificate: No charge.
7. *Testing at state institutions:* By authorization of Commission on Accreditation, the State Department of Education administers the GED tests to individuals confined in state correctional and health institutions.

B. The State Department of Education has made no recommendations to high schools on the matter of issuing diplomas or certificates on the basis of the GED tests.

II. Policy for granting credit for service educational experiences:

A. Recommends[1] that high schools grant credit toward a diploma for:

1. United States Armed Forces Institute courses.[2]
2. United States Armed Forces Institute subject examinations.[3]
3. High school courses offered through USAFI by cooperating colleges and universities: Credit upon transfer from the school offering the course.

* English and Spanish editions.

[1] Final decision by individual high school.

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

4. Marine Corps Institute courses.[2]
5. Coast Guard Institute courses.[2]
6. Basic or recruit training: Two units of elective credit.
7. Service school training.[2]

The State Administrator of the GED Testing Program in Wyoming is:
Elmer Burkhard, Director, Licensing and Certification Services Unit,
State Department of Education, Capitol Bldg., Cheyenne 82001

[2] Credit as recommended by the Commission on Accreditation, American Council on Education.

XII. SELECTED REFERENCES

Auslin, Neil C. *The Development and Utilization of the High School Equivalency Certificate* (Columbia: University of Missouri, 1952.)

Bledsoe, Joseph C. "An Analytical Study of the Academic Performance of Students Accelerated on the Basis of College Level G.E.D. Test Scores." *College and University* (Vol. 29, pp. 430–438, 1954.)

Brenna, David W. "Use of the GATB in Predicting Success on GED Tests." Journal of Employment Counseling (Vol. 6, pp. 181–185, 1969.)

Cauffman, Paul F. *A Study of the Validity of USAFI Tests of General Educational Development (High School Level) for Determining Success in Maryland Colleges as Measured by Grades* (Doctoral Dissertation, Temple University, 1964.)

Commission on Accreditation of Service Experiences. *Policies for Non-Traditional Education.* (Bulletin #11, First Edition, 1970.)

Commission on Accreditation of Service Experiences. *State Department of Educational Policies: Issuance of High School Certificates Based on GED Test Results.* (Bulletin #5, Eleventh Edition, 1972.)

Commission on Accreditation of Service Experiences. *Opportunities for Educational and Vocational Advancement* (Bulletin #10, Fourth Edition, 1972.)

Cowles Education Corporation. *How to Pass the High School Equivalency Examination* (New York: Cowles Publishing, 1967.)

Farley, Eugene J. and Weinhold, Clyde E. *High School Certification Through the G.E.D. Tests*—(New York: Holt, Rinehart and Winston, 1967.)

*Farley, Eugene J. *Baron's Guide to Developing Skills For the High School Equivalency Examination.* This is a workbook.

*Gruber, Edward C. *Practice in the High School Equivalency Diploma Test.* This is a workbook. (New York: Arco Press, 1969.)

LaPine, Harry J. *Validity of USAFI Tests of General Education Development* (Chicago: University of Chicago, 1958.)

Learning Technology Inc. *High School Equivalency: A Self-Teaching Program* (Albany: Learning Technology Publishers, 1970.)

Leton, Donald A. "Analysis of High School General Educational Development Test Scores." *California Journal of Educational Research* (Vol. 8, pp. 214–218, 1967.)

Newsletter. Two Issues per year. Includes Information on Matters Relating to Accreditation of Service Experiences. (GED Test, 1972.)

Performance Systems Inc. *The Advanced General Education Program.* (Albany: Learning Technology Publishers, 1970.)

Pipho, Christian C. *The General Educational Development High School Equivalency Certificate Program in Colorado* (Research Study, Colorado State College at Greeley, 1965.)

Schlick, Earl E. *Success of Community College Students Admitted on the Basis of the High School Equivalency Diploma* (Tempe: Arizona State University, 1969.)

Soderberg, Patricia B. *Goal Achievement Following Successful Completion of the G.E.D. Test* (Masters Thesis, Wisconsin State University, 1970.)

Turner, Cornelius P. (ed.) "General Educational Development Program" in *Guide to the Evaluation of Educational Experiences in the Armed Forces* (Washington: American Council on Education, 1968.)

* Indicates Workbook Style with Practice Questions.

XIII. PROGRAMMED AND SELF-STUDY MATERIALS

Programmed and self-study materials can be quite useful in preparing for the GED Tests. They make it possible for group leaders and teachers to work effectively with students of widely different backgrounds and needs. In addition, some of the more astute students can use the materials for their own edification and preparation.

The following is a partial listing of available materials which may be of value. No effort has been made to evaluate these materials. Inclusion here is *not* intended as an endorsement of any item on the list.

LIST OF PROGRAMED AND SELF-DIRECTED MATERIALS

Title	*Publisher*	*Price*
GRAMMAR AND USAGE—COMPOSITION		
Programmed English, Composition and Creative Writing	Macmillan	$ 5.80
GRAMMAR AND USAGE—GRAMMAR		
Agreement of Subject and Verb: Programed English Skills	Heath	.96
Capitalization: Programed English Skills	Heath	.96
Commas: Programed English Skills	Heath	.96
English Syntax	Harcourt	3.80
English 2200: A Programmed Course in Grammar and Usage with Mastery Test, Gr. 7–8	Harcourt	2.80
English 2600: A Programmed Course in Grammar and Usage with Mastery Tests, Gr. 9–10	Harcourt	3.00
English 3200: A Programmed Course in Grammar and Usage	Harcourt	4.00
Lessons For Self-Instruction in Basic Skills: Capitalization		
Series C–D, Gr. 5–6		1.00
Series E–F, Gr. 7–8	McGraw	1.00
Lesson for Self-Instruction in Basic Skills: English Language	California Test Bureau	
Capitalization C–D		1.00
Punctuation C–D		1.00
Sentence Patterns C–D		1.00
Verbs C–D		1.00
Lesson for Self-Instruction in Basic Skills: Punctuation	McGraw	
Series C–D, Gr. 5–6		1.00
Series E–F, Gr. 7–8		1.00
Lessons for Self-Instruction in Basic Skills: Sentence Patterns	McGraw	
Series C–D, Gr. 5–6		1.00
Series E–F, Gr. 7–8		1.00
Lessons for Self-Instruction in Basic Skills: Verbs, Modifiers and Pronouns	McGraw	
Series C–D, Gr. 5–6		1.00
Series E–F, Gr. 7–8		1.00

Title	*Publisher*	*Price*
Modern English Sentence Structure	Singer	5.00
Proper Punctuation, Gr. 6–12: Tutor Text	Doubleday	4.95
Punctuation	McMahon	4.75
Punctuation: Modern English Series (TT 102)	Teaching Materials Corp.	8.50
GRAMMAR AND USAGE—SPELLING		
Basic Spelling	McMahon	4.75
Help Yourself to Read, Write and Spell (Books 1 and 2)	Ginn	2.52 ea.
Spelling by Principles	Appleton	2.90
Spelling Improvement	McMahon	4.75
Spelling Rules: Modern English Series (TT 101)	Teaching Materials Corp.	13.50
GRAMMAR AND USAGE—VOCABULARY		
Vocabulary Building (Books 1 and 2)	Central Scientific	2.95
Vocabulary Development Program (Vol. 1, Gr. 9; Vol. 2, Gr. 10; Vol. 3, Gr. 11; Vol. 4, Gr. 12)	Scott	12.00 ea.
(2-record album for each volume)		17.20
LITERATURE		
Adventures in Literature Series: Adventures for Readers	Harcourt	
Book 1		4.44
Book 2		4.56
Book 3		5.00
Meaning of Modern Poetry: Tutor Text	Doubleday	5.95
Poetry: A Closer Look	Harcourt	1.60
Programmed Reading	Globe	3.20
MATHEMATICS		
Addition of Fractions, Gr. 4–6	Graflex	.65
Adult Adventures in Arithmetic (AA, BA, CA, DA, and EA)	American Book	2.00 ea.
Algebra I: TEMAC Programmed Learning	E. B. Press	12.00
Arithmetic Facts: Practice Program, Gr. 1–6	Graflex	.65
Arithmetic of the Whole Numbers: TEMAC Programmed Learning	E. B. Press	8.50
Basic Algebra	McMahon	9.55
Basic Mathematics: A Problem Solving Approach		
Book 1		4.00
Books 2, 3, 4, and 5		5.00
Basic Mathematics: TEMAC Programmed Learning	E. B. Press	12.00
Computing Square Roots, G. 7–9	Graflex	.65
Decimals	McMahon	4.75
Decimals and Percentage, Gr. 4–8: Tutor Text	Doubleday	5.95

Title	*Publisher*	*Price*
Decimals and Per Cents, Gr. 5–6	Allyn	1.80
Elementary Arithmetic Series	Teaching Materials	
Addition and Subtraction (TT 203)	Corp.	11.00
Decimal Numbers (TT 206)		13.50
Fractions: Basic Concepts (TT 205)		11.00
Multiplication and Division Facts (TT 204)		
Fractions	McMahon	7.15
Fractions, Gr. 5–9: Tutor Text	Doubleday	5.95
Introduction to Algebra	McMahon	11.95
Introduction to Exponents, Gr. 5–8	Harcourt	1.12
Introduction to Vebal Problems in Algebra: TEMAC Programmed Learning	E. B. Press	3.50
Learning About Fractions: Individual Flannel Board, Gr. 3–4	Graflex	.65
Lessons for Self-Instruction in Basic Skills: Arithmetic Fundamentals	California Test Bureau	
Addition A–B		1.00
Division A–B		1.00
Multiplication A–B		1.00
Subtraction A–B		1.00
Logarithms	Harper	1.20
Mathematics Enrichment Programs, Gr. 4–6	Harcourt	2.80
Modern Algebra: A First Course	E. B. Press	12.00
Modern Mathematics for the Junior High School	E. B. Press	12.00
Percent	McMahon	4.75
Perimeters: Individual Tape Measure	Graflex	.65
Plane Geometry	E. B. Press	18.50
Practical Mathematics, Gr. 10–12: Tutor Text	Doubleday	5.95
Preparing for Algebra	E. B. Press	2.75
Programmed Beginning Algebra (5 Units)	Wiley	2.85 ea.
Programmed Mathematics for Adults (Book 1 Basic Addition, 2 Advanced Addition, 3 Subtraction, 4 Multiplication, 5 Division, 6 Fractions, and 7 Decimals)	McGraw	1.08 ea.
Programmed Mathematics for Adults Application Skills (Book 1 Problems Involving Basic Addition, 2 Problems Involving Basic and Advanced Addition, 3 Problems Involving Subtraction and/or Addition, 4 Problems Involving Multiplication, 5 Problems Involving Division, 6 Problems Involving Fractions, and 7 Problems Involving Decimals)	McGraw	.48 ea.
Ratio-Proportion-Square Root	McMahon	4.75
Ratios and Proportions, Gr. 4–6	E. B. Press	2.75

Title	*Publisher*	*Price*
Self-Teaching Arithmetic: Knowledge Master Books, Gr. 2–5 (Books 1, 2, 3, 4, and 5)	Scholastic Book Service	4.95 ea.
Seventh Grade Mathematics	E. B. Press	12.00
Skill-Slide: An Aid to Learning for Use with Books of Programmed Instruction	Harcourt	.60
Understanding Problems in Arithmetic	Coronet	1.50
READING		
Better Reading Books (Book 2, Gr. 6–7; Book 3, Gr. 8–9)	Science Research Associates	2.40 ea.
Help Yourself to Read, Write and Spell (Books 1 and 2)	Ginn	2.52 ea.
How to Become a Better Reader, Gr. 9–12	Science Research Associates	2.75
Lessons for Self-Instruction in Basic Skills: Following Directions (Series C–D, Gr. 5–6; Series E–F, Gr. 7–8; Series G, Gr. 9–12)	McGraw	1.00 ea.
Lessons for Self-Instruction in Basic Skills: Reading Interpretations I (Series C–D, Gr. 5–6; Series E–F, Gr. 7–8; Series G, Gr. 9–12)	McGraw-Webster	1.00 ea.
Lessons for Self-Instruction in Basic Skills: Reading Interpretations II (Series C–D, Gr. 5–6; Series E–F, Gr. 7–8; Series G, Gr. 9–12)	McGraw-Webster	1.00 ea.
Programmed Reading	Globe	3.20
SCIENCE		
Chemistry for Junior High: TEMAC Programmed Learning	E. B. Press	2.75
General Science: Programmed Learning Laboratory (Earth, Energy and Work, Force, Light, Motion, and Simple Machines)	Macmillian	1.32 ea.
Latitude and Longitude	Coronet	1.50
General Science Series The complete set of 4 volumes	Teaching Materials Corp.	44.00
SOCIAL STUDIES—AMERICAN HISTORY		
Amendments to the Constitution: A Programmed Text	Allyn	1.24
American Constitution: Tutor Text	Doubleday	5.95
American Government (2 Vol.)	Behavioral Research	4.92
American History Study Lessons (9 Booklets)	Follett	4.62
Constitution, Gr. 8–12	Ginn	1.16
Constitution, Gr. 8–12 Program Binder with Sliding Mask	Ginn	2.00
Geography of the United States, Central	Behavioral Research	3.32
Geography of the United States, East	Behavioral Research	3.32
Geography of the United States, West	Behavioral Research	3.32
Great Themes in American History (Books 1 and 2)	Central Scientific	2.95 ea.

Title	*Publisher*	*Price*
How a Bill Becomes a Law	Macmillan	3.48
Maps: How We Read Them	Coronet	1.50
Understanding Maps, Gr. 6–9	Allyn	1.12
United States Constitution	Behavioral Research	2.87
Westward Expansion of Our Nation	Coronet	1.50
SOCIAL STUDIES—WORLD HISTORY		
World History Study Lessons (9 Lessons) (9 Booklets)	Follett	4.14

XIV. OTHER BOOKS AND LEARNING MATERIALS

The following is a supplemental list of textbooks and workbooks which may be used for study and reference along with pamphlets and other learning devices for adults in the High School Equivalency Program. No specific endorsement is intended for any of the items listed. Some of these publishers may be willing to supply examination copies for interested teachers and group leaders.

Title	*Publisher*	*Price*
GED MANUALS		
Barron's How to Prepare for the High School Equivalency Examination	Barron	$ 3.95
High School Certification Through the GED Tests	Holt	2.00
High School Equivalency Diploma Tests (Second book)	Arco	4.00
High School Equivalency Subjects (five-volume set)	United School Services	27.40
How to Pass High School Equivalency Examination	Cowles	3.95
Preliminary Practice for the High School Equivalency Diploma Test (First book)	Arco	4.00
GRAMMAR AND USAGE—COMPOSITION		
Correctness and Effectiveness of Expression	Cowles	2.95
Engoish Fundamentals (Forma A, B, and C)	Crowell	2.50 ea.
First Book in American English	Keystone	1.45
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This document was prepared by Doctor Robert J. Kirk, member of the Indian Health Service human resources development staff.

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